

# Annual Report

NH  
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W76  
1968



- 1968 -

TOWN OF WINDHAM, N.H.

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IN MEMORIAM



THOMAS WATERHOUSE, JR. WAS BORN IN LOWELL, MASS., AND WAS A RESIDENT OF WINDHAM FOR 55 YEARS.

HE SERVED THE TOWN FOR 15 YEARS AS SELECTMAN, FOR 7 TERMS AS REPRESENTATIVE TO THE GENERAL COURT, AND WAS STATE SENATOR FOR 2 TERMS.

ABOUT THE COVER

Our Town Report cover shows the coin which has been cast to commemorate the 250th Anniversary of Nutfield. The coins may be purchased through the Town Office. Nutfield was the original settlement of 1719 which was later divided into what is now essentially Windham, Derry and Londonderry.

Windham Committee members are: Maurice Tarbell, Dianne Gulden, Marjorie Carter, Miriam Hawkins, Ruth Murdock, Mr. and Mrs. Olin Cochran, Florence Garland.

The coin was designed by Dianne Gulden.



**ANNUAL REPORTS**  
*of the*  
**OFFICERS, TRUSTEES, AGENTS AND COMMITTEES**  
*of the*  
**TOWN OF WINDHAM**  
**NEW HAMPSHIRE**





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# TOWN OFFICERS

FOR THE YEAR 1968

Moderator

RAYMOND E. BARLOW

Town Clerk

JOAN C. TUCK

Selectmen

EDWARD N. HERBERT 1969

ROBERT W. THORNDIKE 1970

MAURICE E. TARBELL 1971

Treasurer

BURLEIGH L. SWAN

Tax Collector

ELEANOR L. ZINS

Road Agent

JOHN TOKANEL, JR.

Supervisors of Check List

DOROTHY LAMSON, Chairman, 1972

FANNIE PERRY, 1970

ELVA TARBELL, 1974

Trustees of Trust Funds

DOROTHY E. CROUSE, 1969

MERTON A. WEBBER, 1970

EMMA L. JACKSON, 1971

Building Inspector

FRANCIS KEEFE

Town Engineer

ROBERT W. THORNDIKE

Health Officer

FRANCIS KEEFE



Superintendent of Cemeteries

LEO S. ROOT

Auditors

N. H. STATE TAX COMMISSION

Chief of Police

WILLIS S. LOW

Police Officers

ARTHUR BUTTERFIELD, Capt.

CHARLES MIERS

LIONEL ST. PIERRE, Sgt.

ROBERT ANDREW, JR.

THOMAS WILSON, JR.

RALPH COREY

FREDERIC S. LOW, JR.

STANLEY MACKEY

ROBERT LOW

WILLARD WALLACE

ROBERT MALFATTI

WILLIAM BROWN

FRANK DALEY

Police Woman - A. EDITH LOW

Chief of Fire Department and Forest Fire Warden

FRANCIS KEEFE

Deputy Fire Wardens

JAMES L. ZINS

CHARLES MIERS

STANLEY J. MACKEY

MARVIN WILLIAMS

Memorial Day Committee

WILBUR E. TARBELL POST #109 AMERICAN LEGION

Representative to the General Court

MAURICE E. TARBELL

Justice of the Peace and Notary Public

JOAN C. TUCK

WILLARD P. WALLACE

Director of Civilian Defense

CHARLES I. ALEXANDER, III

Planning Board

JOSEPH P. DEARBORN, Chairman, 1972

ROBERT YENNACO, 1969 ROBERT DIEHL, 1971 (Resigned Dec. 1968)

HARRY LECOLST, 1970 WILLIAM C. GULDEN, 1973

KENNETH LOVELL, 1970 (Resigned 1968)

GEORGE G. DINSMORE, JR., 1973 ROBERT W. THORNDIKE

Board of Adjustment

CONCETTO J. GATTINELLA, Chairman, 1969

BURLEIGH L. SWAN, 1970

CLIFFORD A. MARSHALL, 1972

KENNETH C. LOVELL, 1971

ROBERT G. ARMSTRONG, 1973

HARVEY E. BERGERON, Alternate

Conservation Commission

LEONARD L. LITTLEFIELD, Chairman, 1971

JOLINE L. DIEHL, 1969

LEON H. BERRY, JR., 1970

NANCY BRODERICK, 1969

JOHN S. CROUSE, 1970

Recreation Commission

MORTON C. PEARLMAN, Chairman, 1971

FRANCIS M. TRAYNOR, 1969

DAVID B. YENNACO, 1970

NANCY E. EISAMAN, 1970

ALICE R. MONTGOMERY, 1971

Commercial Development Committee

JAMES STANLEY, Chairman

ROBERT ARMSTRONG

C. ROBERT KARLSON

ROBERT DIEHL (Resigned)

VICTOR PUCCI

The SELECTMEN will meet the Second and Fourth Monday of each month at the Town Hall at 8 P.M.

The PLANNING BOARD will meet the Fourth Wednesday of each month at the Town Hall at 8 P.M.

VETERANS' NOTICE

ALL APPLICATIONS FOR EXEMPTION MUST BE IN THE HANDS OF THE SELECTMEN BY April 15th. Forms are available at the Town Office.



## SUMMARY INVENTORY OF VALUATION

<u>Description of Property</u>		<u>1968 Valuation</u>
Land		\$ 4,702,950.00
Buildings		13,990,250.00
Factory Machinery		12,800.00
Public Utilities		
Gas		17,600.00
Electric		493,750.00
Stock in Trade of Merchants		63,550.00
Boats & Launches	72	21,350.00
Neat Stock & Poultry:		
Dairy Cows	90	13,500.00
Poultry	1,200	450.00
Gasoline Pumps & Tanks		6,800.00
Road Building & Construction Machinery		123,600.00

TOTAL VALUATION BEFORE EXEMPTIONS

ALLOWED	\$19,446,600.00
---------	-----------------

Neatstock Exemptions	\$1,000.00
----------------------	------------

Poultry Exemptions	350.00
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TOTAL EXEMPTIONS ALLOWED

1,350.00

NET VALUATION ON WHICH TAX RATE

IS COMPUTED	\$19,445,250.00
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### Number of Inventories Distributed in 1968

1,515

Date 1968 Inventories Were Mailed

3/11/68

Number of Inventories Returned in 1968

865

## TAX RATES

Town                   \$ .61

County . 20

School	1.95
--------	------

\$2.76 per \$100.00



# STATEMENT OF APPROPRIATIONS AND TAXES ASSESSED

## APPROPRIATIONS

Town Officers Salaries	\$ 7,000.00
Town Office Administrative Expenses	8,000.00
Election and Registration Expenses	800.00
Town Hall and Buildings Maintenance	3,000.00
Retirement Contributions	1,450.00
Police Department	28,100.00
Building Department	4,400.00
Fire Department and Forest Fires	19,110.00
Appraisal	1,000.00
Insurance	2,900.00
Planning and Zoning	1,500.00
Dog Officer and Dog Damage (\$225.), Legal (\$225.)	450.00
Water Study and Land Options	12,000.00
Health Department	50.00
Vital Statistics	70.00
Derry Visiting Nurse Association	1,000.00
Dump and Garbage Collection	2,800.00
Town Maintenance	
(Summer \$20,000.) (Winter \$17,000.)	37,000.00
Street Lighting	1,300.00
Street Signs	500.00
Town Road Aid	851.30
Libraries	5,700.00
Old Age Assistance and Needy Persons	3,500.00
Regional Planning	500.00
Memorial Day	325.00
Greater Salem Mental Health Association	375.00
Cemeteries	3,500.00
Tax Mapping	1,900.00
Anti-Poverty Program	65.85
Recreational Program	1,000.00
Fire Fighting Equipment	100.00
Payment on Debt - Interest	1,500.00
Capital Reserve Fund	<u>2,000.00</u>

TOTAL TOWN APPROPRIATION \$153,747.15

## Less: Estimated Revenues and Credits

Interest and Dividends Tax	\$ 6,432.98
Railroad Tax	26.46
Savings Bank Tax	950.62
Meals and Rooms Tax	4,760.00
Revenue from Yield Tax Sources	702.15
Interest Received on Taxes and Deposits	1,000.00
Business Licenses, Permits and Filing Fees	600.00
Dog Licenses	951.00
Motor Vehicle Permit Fees	28,000.00
Rent of Town Property and Equipment	300.00
Income from Trust Funds	2,258.00
Sale of Tax Deeded Property	1,000.00
National Bank Stock Taxes	10.00

Poll Taxes at \$2.00 (1,071)	2,142.00
Other Revenue:	
Head Taxes	600.00
Building Permits	<u>2,000.00</u>
Total Revenues and Credits	\$51,733.21
Net Town Appropriations	\$102,013.94
Net School Appropriations	378,502.94
County Tax Assessment	<u>39,139.77</u>
Total of Town, School and County	\$519,656.65
Add: War Service Tax Credits	9,250.00
Add: Overlay	<u>7,782.25</u>
Property Taxes To Be Raised	\$536,688.90
Taxes To Be Committed to Collector:	
Gross Property Taxes	\$536,688.90
Less War Credits	<u>9,250.00</u>
Net Property Taxes	\$527,438.90
1968 Poll Taxes at \$2.00	2,142.00
National Bank Stock Taxes	<u>10.00</u>
Total Taxes to be committed	\$529,590.90

TAX RATE - Approved by Tax Commission \$2.76

#### WAR SERVICE TAX CREDITS

2 @ \$400.00	\$ 800.00
169 @ \$ 50.00	<u>8,450.00</u>
171	\$9,250.00



# COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES

FISCAL YEAR ENDED DECEMBER 31, 1968

	Appropriations Carried From 1967	Appropriations 1968	Receipts and Reimb.	Total Amount Available	Expenditures 1968	Balances		Appropriations Carried To 1969
						Unexpended	Overdrafts	
Town Officers' Salaries	\$	\$ 7,000.00	\$	\$ 7,000.00	\$ 6,897.23	\$ 102.77	\$	\$
Town Office Administrative Expenses		8,000.00		8,000.00	7,624.53	375.47		
Election & Registration		800.00	10.00	810.00	1,041.10		231.10	
Town Hall Maintenance		3,000.00	623.85	3,623.85	3,617.40	6.45		
Appraisal of Property		1,000.00		1,000.00	850.00	150.00		
Retirement		1,450.00		1,450.00	1,434.00	16.00		
Police Department		28,100.00	629.19	28,729.19	27,690.14	1,039.05		
Fire Department		19,110.00	151.45	19,261.45	18,631.60	629.85		
Dog Officer		225.00		225.00	225.00			
Insurance		2,900.00		2,900.00	4,056.18		1,156.18	
Planning & Zoning		1,500.00	10.00	1,510.00	258.86	1,251.14		
Damages & Legal, Including								
Dog Damage		225.00		225.00	16.80	208.20		
Civilian Defense	361.09			361.09				361.09
Health Department		50.00		50.00		50.00		
Vital Statistics		70.00		70.00	55.00	15.00		
Visiting Nurse Service		1,000.00		1,000.00	1,000.00			
Town Dump		2,800.00		2,800.00	3,544.69		744.69	
Town Road Aid		851.30		851.30	851.30			
Town Maintenance - Summer		20,000.00		20,000.00	19,688.60	311.40		
Town Maintenance - Winter		17,000.00		17,000.00	17,684.53		684.53	
Street Lighting		1,300.00		1,300.00	1,190.28	109.72		
Library		5,700.00		5,700.00	5,937.34		237.34	
Public Relief & O. A. A.		3,500.00	568.13	4,068.13	6,553.31		2,485.18	
Memorial Day		325.00		325.00	347.25		22.25	
Cemeteries		3,500.00		3,500.00	3,389.09	110.91		
Interest		1,500.00		1,500.00	1,453.13	46.87		
Capital Reserve Fund -								
Fire Department		2,000.00		2,000.00	2,000.00			
New Equipment - Fire Fighting		100.00	7.75	107.75	59.05	48.70		
Building Department		4,400.00		4,400.00	4,301.98	98.02		
Street Signs		500.00		500.00	400.39	99.61		

Water Survey for Industry	2,625.00	12,000.00	14,625.00	8,664.58	5,960.42	
Commercial & Industrial						
Development (Regional Planning)	500.00	500.00	1,000.00	43.01		956.99
Town Histories	800.00		800.00			800.00
Historic Pictures	100.00		100.00			100.00
Town Maps	432.52		432.52		432.52	
Tax Mapping		1,900.00	1,900.00	2,332.52		
County Tax		39,139.77	39,139.77	39,139.77		
School Tax	183,377.09	378,502.94	561,880.03	345,377.09		216,502.94
Overlay		7,782.25	7,782.25	1,466.17	6,316.08	
Recreational Commission		1,000.00	1,128.63	1,000.00		128.63
Greater Salem Health Assoc.		375.00	375.00	375.00		
Anti-Poverty Program		65.85	65.85		65.85	
War Service Tax Credits		9,193.30	9,193.30	9,193.30		
	\$188,195.70	\$588,365.41	\$778,690.11	\$548,390.22	\$17,444.03	\$218,849.65
			\$2,129.00		\$5,993.79	





# FINANCIAL REPORT

OF THE TOWN OF WINDHAM, N. H.  
IN ROCKINGHAM COUNTY

*for the*

FISCAL YEAR ENDED DECEMBER 31, 1968

## CERTIFICATE

This is to certify that the information contained in this report was taken from official records and is complete to the best of our knowledge and belief.

EDWARD N. HERBERT  
ROBERT W. THORNDIKE  
MAURICE E. TARBELL

Selectmen

BURLEIGH L. SWAN

Treasurer

February 10, 1969

## BALANCE SHEET

AS OF DECEMBER 31, 1968

## ASSETS

Cash:		
In hands of treasurer		\$197,012.35
Capital Reserve Funds: - Fire Equipment		2,000.00
Unredeemed taxes:		3,241.41
Levy of 1967	\$ 2,978.53	
Levy of 1966	200.50	
Previous Years	<u>62.38</u>	
Uncollected Taxes:		
Levy of 1968	\$ 59,452.64	60,732.89
Levy of 1967	59.55	
Levy of 1966	10.70	
State Head Taxes - Levy of 1968	1,190.00	
State Head Taxes - Previous Years	<u>20.00</u>	
Total Asset - Grand Total		<u>\$262,986.65</u>

## LIABILITIES

Accounts Owed by the Town:		\$ 2,756.57
Unexpended Balances of Special Appropriations:		
Town Histories	\$ 800.00	
Commercial Dev. Comm.	456.99	
Historic Pictures	100.00	
Police Dept.	409.86	
Civilian Defense	361.09	
Recreation Comm.	128.63	
Regional Planning	<u>500.00</u>	
Due to State:		
State Head Taxes - 1968		1,488.50
Uncollected	\$ 1,190.00	
Collected - not remitted to State Treas.	<u>298.50</u>	
	\$ 1,488.50	
Due to School Districts: Balance of School Tax		216,502.94
Capital Reserve Funds:		<u>2,000.00</u>
Total Liabilities		\$222,748.01
Excess of assets over liabilities (Surplus)		<u>40,238.64</u>
Grand Total		\$262,986.65



# RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED DECEMBER 31, 1968

## RECEIPTS

### Current Revenue:

#### From Local Taxes:

Property Taxes - 1968	\$468,301.34	
Poll Taxes - 1968	1,700.00	
National Bank Stock Taxes - 1968	12.50	
Yield Taxes - 1968	333.35	
State Head Taxes - 1968	<u>5,175.00</u>	
Total Current Year's Taxes collected and remitted		\$475,522.19
Property Taxes and Yield Taxes - Previous Years		45,848.80
Poll Taxes - Previous Years		322.00
State Head Taxes - Previous Years		945.00
Interest received on Taxes		1,164.66
Penalties on State Head Taxes		110.00
Tax sales redeemed		9,083.27

#### From State:

For Highways and Bridges:		13,332.36
Interest and dividends tax	\$ 6,432.98	
Railroad Tax	26.46	
Savings Bank Tax and Building and Loan Assoc. Tax	950.62	
Fighting forest fires	111.45	
Reimb. a/c Motor Vehicle Road Toll	487.69	
Reimb. a/c Old Age Assistance and Needy Persons	568.13	
Meals and Rooms Tax	<u>4,755.03</u>	

#### From Local Sources, Except Taxes:

Dog Licenses	\$ 944.40	38,224.24
Business licenses, permits and filing fees	757.00	
Rent of town property	175.00	
Income from trust funds	2,207.17	
Motor vehicle permits	<u>34,140.67</u>	
1967 - \$	790.69	
1968 -	<u>33,349.98</u>	

#### Total Current Revenue Receipts

\$584,552.52

#### Receipts Other than Current Revenue:

\$154,770.64

Temporary loans in anticipation of taxes during year	\$ 75,000.00
Sale of town property	1,500.00
Building Department	1,650.00
Maps and Check Lists sold	51.00
Cutting penalty	50.00
Fire Equipment refund	7.75
Recreation Commission	128.63
Bicycle Registration fees	64.50
N. H. Public Works	117.00
Electric Wiring allowance	623.85
Checks returned	10.55
C. D. 's and Interest	<u>75,567.36</u>

#### Total Receipts Other than Current Revenue

\$154,770.64

Total Receipts from All Sources	\$739,323.16
Cash on hand January 1, 1968	<u>159,887.79</u>
Grand Total	\$899,210.95

# PAYMENTS

Current Maintenance Expenses:		
General Government:		\$ 20,030.26
Town officers' salaries	\$ 6,897.23	
Town officers' expenses	7,624.53	
Election and registration expenses	1,041.10	
Expenses town hall and other town buildings	3,617.40	
Assessing of Property	<u>850.00</u>	
Protection of Persons and Property:		55,163.76
Police department	\$ 27,690.14	
Fire department, including forest fires	18,631.60	
Moth extermination - Blister Rust and Care of Trees	4,301.98	
Planning and Zoning	258.86	
Dog Officer and Care of dogs	225.00	
Insurance	<u>4,056.18</u>	
Health:		4,974.69
Greater Salem Mental Health Assoc.	\$ 375.00	
Vital statistics	55.00	
Greater Derry Visiting Nurse Assoc.	1,000.00	
Town dumps and garbage removal	<u>3,544.69</u>	
Highways and Bridges:		39,815.10
Town Road Aid	\$ 851.30	
Town Maintenance	37,373.13	
Summer - \$19,688.60		
Winter - <u>17,684.53</u>		
Street lighting	1,190.28	
Signs	<u>400.39</u>	
Libraries:		5,937.34
Public Welfare:		6,553.31
Old age assistance	\$ 357.09	
Town poor	<u>6,196.22</u>	
Patriotic Purposes:		347.25
Memorial Day	\$ 347.25	
Recreation: Commission	<u>\$ 1,000.00</u>	1,000.00
Public Service Enterprises:		3,389.09
Cemeteries	<u>\$ 3,389.09</u>	
Unclassified:		96,002.97
New Fire Equip.	\$ 59.05	
Comm. Dev. Comm.	43.01	
Tax Mapping	2,332.52	
Water Study	<u>8,664.58</u>	
Damages and legal expenses	\$ 11,099.16	
Invested Funds - C. D. 's	16.80	
Taxes bought by town	75,000.00	
Discounts, Abatements and Refunds	8,266.79	
Employees' Retirement and Social Security	<u>186.22</u>	
	<u>1,434.00</u>	
Total Current Maintenance Expenses		\$233,213.77



Interest:		
Paid on temporary loans in anticipation of taxes	\$ 1,453.13	
Total Interest Payments		1,453.13
Indebtedness:		
Payments on temporary loans in anticipation of taxes	\$ 75,000.00	
Payments to trustees of trust funds (New Funds)	<u>2,000.00</u>	
Total Indebtedness Payments		77,000.00
Payments to Other Governmental Divisions:		
State Head Taxes paid State Treas.	\$ 5,931.50	
1968	\$4,410.00	
Prior Yrs.	<u>1,521.50</u>	
Payments to State a/c Yield Tax Debt Retirement	83.34	
1967	\$ 27.78	
1968	<u>55.56</u>	
Taxes paid to County	39,139.77	
Payments to School Districts	345,377.09	
1967 Tax	\$183,377.09	
1968 Tax	<u>162,000.00</u>	
Total Payments to Other Governmental Divisions		<u>390,531.70</u>
Total Payments for all Purposes		\$702,198.60
Cash on hand December 31, 1968		<u>197,012.35</u>
Grand Total		\$899,210.95

# SCHEDULE OF TOWN PROPERTY

DESCRIPTION		VALUE
Town Hall, Lands and Buildings		\$ 33,000.00
Furniture and Equipment		4,700.00
Libraries, Lands and Buildings		29,000.00
Furniture and Equipment		5,000.00
Police Department, Lands and Buildings		3,000.00
Equipment		2,000.00
Fire Department, Lands and Buildings		21,000.00
Equipment		44,000.00
Highway Department, Equipment		3,000.00
Water Supply		2,500.00
Schools, Lands and Buildings		350,000.00
Equipment		10,000.00
All Lands and Buildings acquired through Tax Collector's deeds		
3A955	\$ 50.00	7A500 \$ 200.00
7A501	50.00	7A625 50.00
8B4100	250.00	8B4300 250.00
8C500	450.00	14B2350 200.00
14B2500	50.00	16C5 1,200.00
16E8	550.00	16E34 450.00
16P1	50.00	16P800 50.00
16P801	50.00	16P1090 200.00
16P1100	500.00	16P1200 1,750.00
16P1300	50.00	16P1500 350.00
20D900	1,000.00	20D1300 150.00
20D1600)		24F500 100.00
20D1800)	2,150.00	24F830 50.00
24F900	200.00	24F950 300.00
24F6100	150.00	25R300 250.00
25R675	400.00	25R6000 250.00
25R6250	200.00	20D2000 100.00
11C10	50.00	19B715 1,550.00
		<u>13,650.00</u>
	Total	\$520,850.00



REPORT OF

**TOWN CLERK**

JANUARY 1, 1968 TO DECEMBER 31, 1968

DR.

Motor Vehicle Permits Issued:

1967 - Nos. 58004 - 58107	\$ 790.69
1968 - Nos. 410401 - 412200	
538201 - 538571	<u>33,349.98</u>

\$34,140.67

Dog Licenses Issued:

1967 - 3 at \$2.00	\$ 6.00
Add: Penalties - 2 at \$1.00	<u>2.00</u>
	\$ 8.00
Less: Fees - 2 at \$ .20	<u>.40</u>

7.60

1968 - 335 at \$2.00	\$ 670.00
36 at \$5.00	180.00
3 at \$12.00	36.00
1 at \$25.00	25.00
1 at \$50.00	<u>50.00</u>
	\$ 961.00

Add: Penalties - 50 at \$1.00	<u>50.00</u>
	\$ 1,011.00
Less: Fees - 371 at \$ .20	<u>74.20</u>

936.80

Filing Fees

12.00

Maps Sold

41.00

\$35,138.07

CR.

Remittances to Treasurer:

Motor Vehicle Permits	\$34,140.67
Dog Licenses	944.40
Maps Sold	41.00
Filing Fees	<u>12.00</u>

\$35,138.07

Respectfully submitted,

JOAN C. TUCK  
Town Clerk

## REPORT OF

**TAX COLLECTOR**SUMMARY OF WARRANTS  
FISCAL YEAR ENDED DECEMBER 31, 1968

<u>DR.</u>	1968	Levies of: 1967	1966
Uncollected Taxes - January 1, 1969:			
Property Taxes	\$	\$45,750.20	\$112.77
Poll Taxes		364.00	2.00
Taxes Committed to Collector:			
Property Taxes	527,495.60		
Poll Taxes	2,142.00		
Yield Taxes	333.35	166.68	
National Bank Stock Taxes	12.50		
Added Taxes:			
Property Taxes	863.88	17.85	
Poll Taxes	36.00	24.00	
Interest Collected	30.45	1,126.09	8.12
	<u>\$530,913.78</u>	<u>\$47,448.82</u>	<u>\$122.89</u>
<u>CR.</u>			
Remittances to Treasurer:			
Property Taxes	\$468,301.34	\$45,601.45	\$ 80.67
Poll Taxes	1,700.00	322.00	
Yield Taxes	333.35	166.68	
National Bank Stock Taxes	12.50		
Interest	30.45	1,126.09	8.12
Abateements:			
Property Taxes	1,021.50	113.05	21.40
Poll Taxes	62.00	60.00	2.00
Uncollected Taxes - December 31, 1968:			
Property Taxes	59,036.64	53.55	10.70
Poll Taxes	416.00	6.00	
	<u>\$530,913.78</u>	<u>\$47,448.82</u>	<u>\$122.89</u>

SUMMARY OF STATE HEAD TAX WARRANTS  
FISCAL YEAR ENDED DECEMBER 31, 1968

<u>DR.</u>	1968	Levies of: 1967	1966
Uncollected Head Taxes - January 1, 1968	\$	\$ 1,055.00	\$ 5.00
Taxes Committed to Collector	6,360.00		
Added Taxes	105.00	65.00	
Penalties	13.50	96.50	
TOTAL DEBITS	<u>\$ 6,478.50</u>	<u>\$ 1,216.50</u>	<u>\$ 5.00</u>

CR.

Remittances to Treasurer:

Head Taxes	\$ 5,175.00	\$ 945.00	\$
Penalties	13.50	96.50	
Abatements	100.00	155.00	5.00
Uncollected Head Taxes - December 31, 1968	<u>1,190.00</u>	<u>20.00</u>	
TOTAL CREDITS	\$ 6,478.50	\$ 1,216.50	\$ 5.00

SUMMARY OF TAX SALE ACCOUNTS  
FISCAL YEAR ENDED DECEMBER 31, 1968

<u>DR.</u>	Levies of:			
	1967	1966	1965	1964
Unredeemed Taxes - January 1, 1968	\$	\$2,601.15	\$1,143.26	\$23.93
Tax Sale	8,266.79			
Interest & Costs After Sale	47.49	194.52	167.24	
	<u>9.00</u>	<u>4.00</u>	<u>3.00</u>	
TOTAL DEBITS	\$8,323.28	\$2,799.67	\$1,313.50	\$23.93

CR.

Remittances to Treasurer:

Redemptions	\$5,246.46	\$2,363.86	\$1,047.70	\$
Interest & Costs	56.49	198.52	170.24	
Deeded to Town	41.80	36.79	33.18	23.93
Unredeemed Taxes - December 31, 1968	<u>2,978.53</u>	<u>200.50</u>	<u>62.38</u>	
TOTAL CREDITS	\$8,323.28	\$2,799.67	\$1,313.50	\$23.93

Respectfully submitted,

ELEANOR L. ZINS  
Tax Collector



# TOWN TREASURER

YEAR ENDING DECEMBER 31, 1968

## RECEIVED FROM:

First National Bank of Derry, N. H.		
Loans in anticipation of 1968 Taxes		\$ 75,000.00
Eleanor Zins, Tax Collector		532,995.92
Poll Tax	\$ 2,022.00	
Property Tax	513,983.46	
Yield Tax	500.03	
Interest	1,164.66	
National Bank Stock	12.50	
Head Tax	6,120.00	
Head Tax Penalties	110.00	
Tax Sales Redeemed	8,658.02	
Interest and Costs	425.25	
	<u>\$532,995.92</u>	
Joan C. Tuck, Town Clerk		35,138.07
Car Permits	\$ 34,140.67	
Dog Licenses	944.40	
Maps Sold	41.00	
Filing Fees	12.00	
	<u>\$ 35,138.07</u>	
Merton Webber, Trustee Trust Funds, Treasurer		2,207.17
Perpetual Care Cemetery Funds	\$ 1,027.21	
General Funds	300.00	
Wilson Fund, Derry Bank	20.20	
Wilson Fund, Manchester Bank	34.24	
Martha A. Clark, Cemetery Fund	300.00	
Dora Hazelton Fund	24.83	
Neglected Lot Fund	28.57	
Grapelia Park Fund	40.00	
Martina Gage Fund	100.00	
Armstrong Memorial Library Fund	130.00	
Elizabeth Wilson Library Fund	50.63	
Martha A. Clark Library Fund	50.63	
Nesmith Library Fund	49.65	
Mary A. Simpson Library Fund	51.21	
	<u>\$ 2,207.17</u>	
Town Licenses		2,395.00
Business	\$ 625.00	
Planning Board Fees	10.00	
Building Permits	1,650.00	
Board of Adjustment Fees	110.00	
	<u>\$ 2,395.00</u>	
State of New Hampshire		12,165.09
Savings Bank Tax	\$ 950.62	
Interest and Dividend Tax	6,432.98	
Boston and Maine R. R. Tax	26.46	
Meals and Room Tax	4,755.03	
	<u>\$ 12,165.09</u>	

Refunds		1,292.02
Needy Persons	\$ 454.00	
Brush Fire Expense Assessments	51.50	
State of N. H. Public Works	117.00	
State of N. H. Motor Fuel Tax	487.69	
State of N. H. Old Age Assistance	114.13	
State of N. H. Forest Fire	67.70	
	<u>\$ 1,292.02</u>	
Town Hall Rent		165.00
First National Bank of Derry		75,567.36
Certificates of Deposit	\$ 75,000.00	
Interest	567.36	
	<u>\$ 75,567.36</u>	
Miscellaneous Receipts		2,397.53
Public Service of N. H., Wiring Allow.	\$ 623.85	
Sale of Town Property	1,500.00	
Recreation Commission	128.63	
Police Dept., Bicycle Registrations	64.50	
Late Filing Penalty	50.00	
Check Lists Sold	10.00	
Rent of Town Property	10.00	
Checks Returned	10.55	
	<u>\$ 2,397.53</u>	
Total 1968 Receipts		\$739,323.16
Cash in Treasurer, December 31, 1967		<u>159,887.79</u>
		\$899,210.95
Selectmen's Orders Paid Out		\$702,198.60
Cash in Treasury, December 31, 1968		<u>197,012.35</u>
		\$899,210.95

Respectfully submitted,

BURLEIGH L. SWAN  
Treasurer

# STATEMENT OF PAYMENTS

## TOWN OFFICERS' SALARIES

Town Clerk	\$ 148.50	
Edward N. Herbert, Selectman	500.00	
Robert W. Thorndike, Selectman	500.00	
Maurice E. Tarbell, Selectman	500.00	
Burleigh L. Swan, Treasurer	220.00	
Eleanor L. Zins, Tax Collector	2,709.73	
Merton A. Webber, Treas. Trust Funds	<u>65.00</u>	
		\$ 4,643.23
Car Permits - Joan C. Tuck		2,254.00
Town Officers' Expenses		7,624.53
Election & Registration		1,041.10
Town Hall		3,617.40
Police Department		27,690.14
Fire Department		18,631.60
Building Department		4,301.98
Planning & Zoning		258.86
Insurance		4,056.18
Dump		3,544.69
Summer Maintenance		19,688.60
Winter Maintenance		17,684.53
Street Lighting		1,190.28
Street Signs		400.39
Library		5,937.34
O. A. A.		357.09
Needy Persons		6,196.22
Cemeteries		3,389.09
Abateements and Refunds		186.22
Retirement		1,434.00
Invested Funds		75,000.00
Water Survey and Land Options		8,664.58
Schools		345,377.09
Head Taxes		5,931.50
Bond & Debt Retirement		83.34
Interest		1,453.13
Dog Officer & Damage by dogs		225.00
Assessing		850.00
New Fire Equipment		59.05
Greater Salem Mental Health Assoc.		375.00
County Tax		39,139.77
Tax Mapping		2,332.52
Tax Sale		8,266.79
Damage & Legal Expense		16.80
Trustees of Trust Funds (Fire Dept.)		2,000.00
Loan in anticipation of taxes		75,000.00
T. R. A.		851.30
Greater Derry Visiting Nurse Assoc.		1,000.00
Recreation Commission		1,000.00
Commercial Dev. Committee		43.01
Memorial Day		347.25
Vital Statistics		55.00



# REPORT OF HIGHWAY DEPARTMENT

## Summer Maintenance - Appropriation \$17,000.00

Road Agent	\$11,640.75	
Cold Patch	699.25	
Blasting	703.85	
Gravel and Truck Hire	713.00	
Hume Pipe Corp.	1,870.25	
Tar	3,765.40	
Pipe and Labor for Moeckel Bridge	166.10	
Parts	56.98	
Miscellaneous	<u>73.02</u>	
		\$19,688.60

## Winter Maintenance - Appropriation \$17,000.00

Road Agent	\$ 7,405.00	
Truck Hire	3,377.30	
Repairs and Parts for Equipment	1,929.17	
Salt	4,905.56	
Snow Fence (School)	<u>67.50</u>	
		\$17,684.53

In 1968 we were able to stay within our budget and to do the most urgent maintenance jobs.

We have started work on Morrison Road and Field Road. We plan on finishing Field Road in 1969 and continue the work on Morrison Road.

The T.R.A. money was used to finish Breakneck Hill Road. The remaining money, plus the 1969 T.R.A. money will be used on Marblehead Road.

We sealed nine miles of tar roads, picking out the roads that were built the previous year and those that were showing signs of breaking up. This has saved us many hours of cold-patching.

I have purchased a FWD truck with two plows and a hydraulic wing. This has given us the extra truck and plows we now need. We are using four trucks for plowing and keeping the roads open during a snow storm.

I have also purchased another sander. With the two sanders, we are able to give you faster and better service following a storm. We have used over six hundred tons of sand at a cost of \$1.00 per ton and three hundred fifty tons of salt at a cost of \$14.00 per ton. We have tried to cut down on the use of salt, not only because of cost, but of the contamination it causes to wells.

With the use of the sanders we have cut down on expenditures and have been able to stay reasonably close to our budget estimate and still give you good service.

I would like to thank the Selectmen, Road Engineer, other Town Officers and the townspeople for their assistance.

Respectfully submitted,

JOHN TOKANEL, JR.  
Road Agent





REPORT OF

**TRUST FUNDS**

OF THE TOWN OF WINDHAM

FOR THE YEAR ENDED DECEMBER 31, 1968





# REPORT OF THE TRUST FUNDS

## Summary of Trust Fund Principal, Income and Investments Fiscal Year Ended December 31, 1968

	PRINCIPAL			INCOME					
	Balance January 1, 1968	Additions During Year	Withdrawals During Year	Balance Dec. 31, 1968	Balance January 1, 1968	Earned During Year	Expended During Year	Balance Dec. 31, 1968	Balance Princ. & Inc. Dec. 31, 1968
General Care of Cemeteries	\$ 2,630.80	\$ 131.38	\$	\$ 2,762.18	\$	\$ 548.53	\$ 450.00	\$ 98.53	\$ 2,860.71
Wilson Funds - Care of Ceme- teries on the Hill	1,189.03			1,189.03	19.85	59.76	59.76	19.85	1,208.88
Cemeteries - Lot Care	19,965.00			19,965.00	649.08	1,050.18	967.35	731.91	20,696.91
M. J. H. Berry Fund - Neglected Lots	500.00			500.00		25.30	25.30		500.00
Harriet Crapelia, Hughes Berry Fund - Crapelia Fd.	1,000.00			1,000.00	39.45	52.61	52.61	39.45	1,039.45
Elizabeth Wilson Fund - Public Schools	1,000.00			1,000.00		50.63	50.63		1,000.00
Elizabeth Wilson Fund - Public Library	1,000.00			1,000.00		50.63	50.63		1,000.00
Martha A. Clarke Fund - Cemetery Lot	2,000.00			2,000.00	14.00	101.95	100.00	15.95	2,015.95
Martha A. Clarke Fund - Library Books	1,000.00			1,000.00		50.63	50.63		1,000.00
Martha A. Clarke Fund - Sale of Farm	1,400.00			1,400.00	1,205.66	132.34		1,338.00	2,738.00
Martha A. Gage Fund - Repair of Town Bldgs.	1,979.65			1,979.65	27.28	101.58	100.00	28.86	2,008.51
Ministerial Funds	1,989.63			1,989.63		99.67	99.67		1,989.63
Dora Hazeltine Funds - Cemetery Lots	500.00			500.00		25.31	25.31		500.00
Nesmith Library Fund	1,000.00			1,000.00		50.63	50.63		1,000.00
Martha A. Clarke Fund - #3	1,000.00			1,000.00		50.63	50.63		1,000.00
School District #2 Fund	1,022.00			1,022.00		51.73	51.73		1,022.00
School District Fund - Sale of School Bldgs.	370.00			370.00	386.43	38.40		424.83	794.83
School District #6 Fund	1,000.00			1,000.00		50.63	50.63		1,000.00
School District #4 Fund	1,000.00			1,000.00		48.52	48.52		1,000.00
Armstrong Memorial Fund	1,135.63			1,135.63	5.58	130.67	130.00	6.25	1,141.88
Hot Lunch Fund					104.26	5.23		109.49	109.49

(Capital Reserve Fund)						
Mary F. Simpson Fund	1,000.00	2,000.00			8.83	2,008.33
Searles School Repair					64.60	1,000.00
St. Pierre Fund - Perpetual Care of Cemetery Lot	2,000.00	3,000.00	1,000.00	101.25	190.54	1,291.79
Clarke Fund - Perpetual Care of Cemetery Lot			200.00		6.71	201.71
Evans Fund - Perpetual Care of Cemetery Lot			200.00		2.84	202.84
Gosh Fund - Perpetual Care of Cemetery Lot			200.00		2.13	202.13
Brown Fund - Perpetual Care of Cemetery Lot			200.00		1.42	201.42
Baker Fund - Perpetual Care of Cemetery Lot			200.00		.71	200.71
Kelleher Fund - Perpetual Care of Cemetery Lot			200.00			200.00
Care of Cemetery Lot			200.00			200.00

First National Bank of Derry - Savings Account	\$13,194.79
Manchester Savings Bank	1,489.63
Amoskeag Savings Bank	8,123.83
New Hampshire Savings Bank	609.37
Concord Savings Bank	605.23
Merchants Savings Bank	1,994.51
Manchester Federal Savings & Loan Association	18,234.29
46 Shares - Pullman Car Company	1,141.88
First National Bank	4,532.83
Derry Cooperative Bank	<u>1,408.81</u>
	\$51,335.17

DIVISION OF MUNICIPAL ACCOUNTING

STATE TAX COMMISSION

Concord, New Hampshire

SUMMARY OF FINDINGS AND RECOMMENDATIONS

February 17, 1969

Board of Selectmen  
Windham, New Hampshire

Gentlemen:

Submitted herewith is the report of the annual examination and audit of the accounts of the Town of Windham for the fiscal year ended December 31, 1968, which was made by this Division in accordance with the vote of the Town. Exhibits as hereafter listed are included as part of the report.

One of the enclosed audits must be given the Town Clerk as part of the permanent records.

SCOPE OF AUDIT

Included in the examination and audit were the accounts and records of the Board of Selectmen, Treasurer, Tax Collector, Town Clerk, Trustees of Trust Funds and Recreation Commission.

FINANCIAL STATEMENTS

Comparative Balance Sheets - December 31, 1967 - December 31, 1968: (Exhibit A-1)

Comparative Balance Sheets as of December 31, 1967 and December 31, 1968, are presented in Exhibit A-1. As indicated therein, the Surplus increased by \$19,420.70 from \$21,227.80 to \$40,648.50 in 1968. Inasmuch as there were no outstanding long term notes or bonds as of December 31, 1968, the Balance Sheet Surplus of \$40,648.50 represents the Current Surplus (Excess of total assets over current liabilities) on that date.

Analysis of Change in Financial Condition: (Exhibit A-2)

An analysis of the change in financial condition of the Town during the year is made in Exhibit A-2, with the factors which caused the change indicated therein.

Comparative Statements of Appropriations and Expenditures - Estimated and Actual Revenues: (Exhibits A-3 & A-4)

Comparative statements of appropriations and expenditures, estimated and actual revenues for the fiscal year ended December 31, 1968, are presented in Exhibits A-3 and A-4. As indicated by the budget summary (Exhibit A-4), a net unexpended balance of appropriations of \$11,450.24 plus a revenue surplus of \$8,106.16, resulted in a net budget surplus of \$19,556.40.

Summary Statement of Receipts and Expenditures: (Exhibit B-1)

A summary statement of receipts and expenditures for the fiscal year ended December 31, 1968, made up in accordance with the uniform classification of accounts, is included in Exhibit B-1. Proof of the Treasurer's balance as of December 31, 1968, is indicated in Exhibit B-2.

AUDIT PROCEDURE

The accounts and records of all town officials charged with the custody, receipt and disbursement of public funds were examined and audited. Vouchers and cancelled checks were compared with supporting invoices and payrolls as well as entries in the books of record. Receipts were checked by source insofar as possible and totals of receipts and expenditures verified. Book balances were verified by comparison with reconciled bank balances made from statements obtained from depository banks. Verification of uncollected taxes was made by mailing notices to delinquent taxpayers as indicated by the Collector's records. The amounts of uncollected and unredeemed taxes as indicated in this report are therefore subject to any change which may be necessitated by the return of verification notices.



GENERAL COMMENTS

Tax Collector's and Town Clerk's Records:

The excellent records kept by the Tax Collector and Town Clerk merit commendation.

Recreation Commission:

It is recommended that this commission upon receipt of the town appropriation and other receipts deposit same in a checking account and pay all bills etc. by check.

Conclusion:

The provisions of Chapter 184 of the Laws of 1955, require that this report or the summary of findings and recommendations (letter of transmittal) shall be published in the next annual report of the Town.

We extend our thanks to the officials of the Town of Windham for their assistance during the course of the audit.

Yours very truly,

O. Maurice Oleson, Director  
DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

O. Maurice Oleson, Auditor

Lawrence M. Bean, Accountant  
James F. Burns, Accountant

February 17, 1969

Certificate of Audit

This is to certify that we have examined and audited the accounts and records of the Town of Windham for the fiscal year ended December 31, 1968. In our opinion, the Exhibits included herewith present fairly the financial condition of the Town on December 31, 1968, together with the results of operations for the fiscal year ended on that date.

Respectfully submitted,

O. Maurice Oleson  
Director  
DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

O. Maurice Oleson, Auditor

Lawrence M. Bean, Accountant  
James F. Burns, Accountant

## LIBRARIAN'S REPORT

Number of books added during the year	372
Total number of books at present	6,815
Total number of books loaned	10,574
Largest number loaned in one month (March)	1,255
Smallest number loaned in one month (Nov.)	635
Direct request (borrowed from other libraries)	107
Number of registered library patrons (re-registration in progress)	414
Income	
Fines and payments for lost books	\$224.84
Expenses	
Books and periodical literature	\$149.33
N. H. State Library (payment for lost books)	9.00
Postage and small supplies	42.85
Carryover (cash)	<u>23.66</u>
	\$224.84

During the year, the following persons and groups have contributed books and gifts to the Nesmith Library: Mrs. James E. Gamblin; J. V. Fletcher Library, Westford, Mass.; Mrs. William Gulden; Mr. J. Newton Frye; Columbia Broadcasting System; Radio Corporation of America; Mr. Roscoe W. Wilbur; Friends of the Library; the late Mrs. Frank A. Morse; Mr. Joseph J. DeSantis; Mrs. Charles Stratton; Mrs. Herbert A. Semple; Mrs. Robert M. Diehl; Mrs. Robert J. DeYoung; and the New Hampshire State Library.

Objectives of the Nesmith Library:

To assemble, preserve and administer in organized collections, books and related education and recreational materials in order to promote, through guidance and stimulation the communication of ideas, enlightened citizenship and enriched personal lives.

To serve the community as a center of reliable information.

To provide a place where inquiring minds may encounter the original, sometimes unorthodox and critical ideas so necessary as correctives and stimulants in a society that depends for its survival on free competitive thought.

To support educational, civic and cultural activities of groups and organizations.

To provide opportunity and encouragement for children, young people, men and women to educate themselves continuously.

To seek continually to identify community needs, and to cooperate with other organizations, agencies and institutions which can provide programs or services to meet community needs.

To provide opportunity for recreation through the use of literature, music, films and other art forms.

To support the "Library Bill of Rights" and "Freedom to Read" statement.

Respectfully submitted,

PEARL M. DEVLIN, Librarian

## REPORT OF FRIENDS OF WINDHAM LIBRARY

The Friends of the Windham Library marked their second anniversary, and a renewed commitment to a third year of activity whose sole objective is to benefit our town library and contribute to the cultural enrichment of our community. Various programs have been extended, such as: the Saturday Children's Story Hour, Shut-in Service, Summer Reading Programs for Students, particular commemoration of National Library Week and National Book Week, Special seasonal Library decorations and the Annual Teachers' Reception. Additionally, the Friends have acted as hostesses for a librarians' workshop held at the library.

At present, The Friends are working diligently on the Children's Art Festival to be held at the Center School. The festival will feature displays of all kinds of art work. Included are: photography, Mrs. Pillsbury's charcoal illustrations, a lady puppeteer, hobbies, or anything creative done by the children of Windham.

This year, the trustees had the library cleaned and the floors refinished. The Friends had all the beautiful old chairs refinished and put a rug in the entry hall. Special gifts of new children's books were donated by Miss Elizabeth Johnson of Lynn, Mass.

Upcoming in May are plans for an Author's Tea. Also in the planning stages is a book sale in conjunction with National Book Week in April.

As there are so many things possible to do, it is hoped that everyone who has an interest in books and libraries will lend their help as members in the coming year.

JOAN DONAHUE  
Corresponding Secretary  
Friends of the Library

## CEMETERY REPORT

For 1969, in addition to normal maintenance, we are recommending a sum of money for land acquisition and some repair of the walls around the cemetery. In 1968, a roof was put on the hearse house and a new mower purchased.

### FINANCIAL STATEMENT

Appropriation - \$3,500.00

Salaries	\$2,275.77
Mower	517.44
Grader and Fill	200.00
Repairs	310.00
Electricity and Miscellaneous	85.88
	<hr/>
	\$3,389.09

LEO ROOT  
Superintendent



## FINANCIAL STATEMENT

Appropriation - \$5,700.00

Salaries	\$3,307.50	
Telephone	204.82	
Electricity	285.35	
Magazines	184.79	
Books	700.00	
Heat	429.71	
U. N. H. Summer Course	180.50	
Refinishing Floors and Cleaning	415.21	
Dues	12.00	
Supplies and Miscellaneous	<u>217.46</u>	
		\$5,937.34

## PLANNING & ZONING

The Windham Planning and Zoning Board held its regular monthly meetings on the fourth Wednesday of every month throughout the year of 1968. On numerous occasions, special meetings had to be held to keep up with the workload, propose amendments to the Zoning Ordinance, and to meet with planners from the State Department of Resources and Economic Development concerning the Town's Master Plan.

We expect to receive our Master Plan within the next two months. DRED and the Planning Board have spent much time in reviewing and up-dating the Master Plan prepared by Thomas Associates to make it a useable tool for our Town.

With respect to new developments, the following lots were given final approval in 1968:

4 lots	Vincent Costa
4 lots	Dorothy Butterfield
37 lots	Westwood Park, Theophil Glance
7 lots	Martin Toeper
5 lots	William J. Gordon
5 lots	Lionel St. Pierre

Pre-application approval has been granted for:

9 lots	James Matarozzo
27 lots	William J. Gordon
3 lots	James Matarozzo & William Gillis

The 6-lot increase over the building of 1967 indicates that Windham, notwithstanding the commercial and residential growth in neighboring towns, continues to develop orderly and maintain its attractive residential and rural appearance.

Respectfully submitted,

JOSEPH P. DEARBORN  
Chairman

# POLICE DEPARTMENT

The Police Department has answered 2,782 calls this year, an increase of 305 over last year.

A new cruiser has been ordered through the State Purchasing Agent. Our present cruiser will have 100,000 miles on it by the time the new one is received.

A new radio has been ordered for the Police station, so the station may be manned part time. Two Federal grants have been asked for, one for help with a communication system and the other for more radio equipment. Town money will have to be available if these grants are approved.

We would like to advise residents to keep serial numbers of all articles that could be stolen, due to the fact that we cannot put these out without this information. We feel this is imperative because of the increase in breaks and larceny.

Total number of calls	2,782		
Abandoned Motor Vehicles	11	Juvenile Complaints	29
Accidents	95	Larceny	20
Accidents - Fatal	1	Messages delivered	27
Animal Complaints	53	Property Damage	39
Assaults	6	School Calls	32
Checks Collected	18	Stolen Motor Vehicles	3
Breaking & Entry	38	Stolen Motor Vehicles	
Domestic Complaints	29	Recovered	19
Drowning	1	Summons, Warrants &	
Taken to Doctors & Hospitals	24	Subpoenas	41
Suicide	1	Info. given & received,	
		Complaints & Misc.	
<u>Arrests</u>		calls	2,295
Motor Vehicle	112		
Criminal	12		
Juvenile	10		

WILLIS S. LOW  
Chief of Police

## FINANCIAL STATEMENT

Appropriation - \$28,100.00

Salaries and Expenses	\$18,957.50
Dispatchers	2,406.32
Gas	1,885.27
Officers' Pay and Extra Duty	1,545.37
Cruiser, tires, repairs, etc.	1,003.52
Bike Plates	75.62
Police Station (Heat)	189.50
Telephone	598.15
Coats, Jackets, Emblems	291.35
Copier & Supplies	304.60
Electronic Siren & Speaker	215.69
Frank Daley	117.00
Miscellaneous	100.25
	<u>\$27,690.14</u>

# FIRE DEPARTMENT

14	Building Fires
20	Brush and Forest Fires
7	Oil Burners
8	Automobile Fires
3	Truck Fires
12	Rescue or Emergency
21	Dump Fires
13	Service Calls
5	False Alarms
4	Out of Town
7	Miscellaneous
2	Men Injured

Estimated Insured Property Loss - \$34,900.00

## FINANCIAL STATEMENT

Total Appropriation		\$19,110.00
Salaries	\$ 8,900.00	
Call Men	2,028.90	
Repairs to Equipment	460.16	
Telephone Co.	581.97	
Station Maintenance	748.88	
Hazel Brown	1,560.00	
Gas and Oil	195.15	
New Equipment	1,519.74	
Miscellaneous	55.10	
Call Men Weekends & Holidays	2,030.70	
Forest Fires	251.00	
Training	200.00	
Clothing Allowance	100.00	
Total Expenditures	\$18,631.60	
Total Income	161.45	
		<u>18,470.15</u>
Unexpended Balance		\$ 478.40

In last year's report, we recommended that as the population of the Town reached the 3,000 mark, one additional man be added to the Department. In the budget for 1969, I have included funds for this purpose.

In the past year the law on open burning went into effect. I wish to thank the people for their cooperation in making this law work. Remember, it's your money you save.

The equipment of the Department is in good condition. No purchase of major equipment is anticipated for the coming year other than hose and smaller items.

In cooperation with the Civil Defense, the Department conducted a Medical Self-Help program which included classes on the following subjects: Artificial Respiration, Bleeding and Bandaging, Fractures and Splinting, Burns, Shock, Nursing Care and Emergency Child Birth. It is hoped that a number of such courses will be held in the coming year. Any person interested, please contact the Fire Station or myself.

Respectfully submitted,

FRANCIS KEEFE, Chief  
Windham Fire Department



# FIRE WARDEN'S REPORT

People cause fires. Our records show that the number of fires increase in an area as the population increases and our state is growing tremendously. This means that we all must be aware of fire causes and do our best to prevent their occurrence.

When we are very young the lighted matches is an adventure, burnt fingers and a dropped match is another fire. A little older we like to have a woodland cookout, or go out by ourselves for a smoke but fire and forests get together for another statistic. We adults like to clean up in the spring, burn the old debris and the dead grass, result - escaped fires and much personal expense.

With new homes and summer cottages located in woodlands and with abandoned fields and forests crowding the back yard of our villages' streets, it is necessary that everyone be aware all through the fire season, which comes with the disappearance of the snow, of the need to be careful with outdoor fires and fire sources.

The following action will help:

1. To teach our children the danger of lighted matches.
2. To never discard lighted smoking material from a car or while walking through fields or woods.
3. To safely dispose of rubbish preferably at the town dump. If you must burn --
  - a. You need a written permit from the town fire warden for all debris burning except when the ground is covered with snow. Cooking fires in outdoor fireplaces or in charcoal brasiers in your own back yard is permitted on notification of the warden.
  - b. The warden is forbidden by regulation to allow burning of household rubbish on grass by householders between 9:00 A.M. and 5:00 P.M.
  - c. Have equipment on hand to control the fire before you light the match.
4. Promptly report any fire out of control to your fire warden or fire department.

Help to keep our town out of the fire occurrence column and save your tax dollars for useful purposes.

Forest Fire record for 1968:

	<u>Number of Fires</u>	<u>Woodland acres burned</u>
State	593	349
District	119	197
Town - Windham	13	4

FRANCIS KEEFE  
Warden

RALPH STEVENS  
District Chief

REPORT OF  
**BUILDING INSPECTOR**

	<u>Permits</u>	<u>Estimated Cost</u>
Dwellings	37	\$619,493.20
Alterations	5	12,950.00
Additions	15	28,282.00
Accessory Buildings	14	19,820.00
Swimming Pools	4	14,000.00
Commercial	2	23,000.00
Miscellaneous	4	1,144.00
Buildings Razed	3	
Total Estimated Cost		\$726,189.20
Sewage Disposal	60	
Electrical	66	
Plumbing	<u>38</u>	
Total Permits Issued	248	
Permit Fees Collected		\$ 1,650.00

FINANCIAL STATEMENT

Total Appropriation		\$ 4,400.00
Salaries & Expenses	\$4,146.00	
Supplies	45.50	
School - University of Mass.	<u>110.40</u>	
Total Expenditures	\$4,301.90	
Income from Permits	<u>1,650.00</u>	
Total Cost of Department Less Income for Year		\$ 2,651.90

Respectfully submitted,

FRANCIS KEEFE  
Building Inspector

# TOWN WARRANT



## TOWN WARRANT

### THE STATE OF NEW HAMPSHIRE

To the Inhabitants of the Town of Windham in the County of Rockingham in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at Center School in said Windham on Tuesday, the 11th day of March, next at ten of the clock in the forenoon, to act upon the following subjects:

1. To choose all necessary Town Officers for the year ensuing.

2. By Petition:

Request for change in Zoning ordinance - Amendment No. 1. To see if the Town of Windham will vote to change the following described parcel of land from Residential zone to Commercial zone. Bounded on the southwest by Indian Rock Road (Route 111); westerly by the eastern edge of North Interstate Route 93; North easterly by former location of Route 111 and southerly by land of the State of New Hampshire.

2a. By Petition:

Request for change in Zoning Ordinance - Amendment No. 2. To change lot B of subdivision of Joseph Jarosky, Kelly Road, Windham, N.H. consisting of one acre with building thereon, now owned by Murdoch Mackenzie, Windham, N.H. from Rural zone to Commercial zone.

3. To hear the reports of auditors, agents and other committees heretofore chosen and pass any votes relating thereto.

4. To see if the Town will authorize the Selectmen and Treasurer to hire money in anticipation of taxes.

5. To see if the Town will authorize the Selectmen to administer or dispose of any real estate acquired by Tax Collector's Deed.

6. To see if the Town will vote to raise and appropriate a sum of money to pay for Interest owed by the Town.

7. To see if the Town will vote to raise and appropriate a sum of money for Town Officers' Salaries.

8. To see if the Town will vote to raise and appropriate a sum of money for Town Officers' Expenses.

9. To see if the Town will vote to raise and appropriate a sum of money for Election and Registration.

10. To see if the Town will vote to raise and appropriate a sum of money for Dog Expense.

11. To see if the Town will vote to raise and appropriate a sum of money to defray the costs of Vital Statistics.

12. To see if the Town will vote to raise and appropriate a sum of money for Street Lighting.

13. To see if the Town will vote to raise and appropriate a sum of money to defray the costs of Damages and Legal Expenses.

14. To see if the Town will vote to raise and appropriate a sum of money for Insurance.

15. To see if the Town will vote to raise and appropriate a sum of money to be used for the purchase of land for a well site.
16. To see if the Town will vote to raise and appropriate a sum of money for Planning and Zoning.
17. To see if the Town will vote to raise and appropriate a sum of money for N. H. State Retirement fund for policemen and firemen.
18. To see if the Town will vote to raise and appropriate a sum of money for appraisal of taxable property within the town by a Professional appraisal firm.
19. To see if the Town will vote to raise and appropriate a sum of money for the Building Department.
20. To see if the Town will vote to authorize the Selectmen to appoint the Road Agent, effective as of Town Meeting in 1970.
21. To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the repairs of Highways and Bridges for the ensuing year.
22. To see if the Town will vote to apply for T. R. A. for Class V roads and raise and appropriate a sum of money for same.
23. To see what amount of money the Town will vote to raise and appropriate for Winter Road Maintenance.
24. To see if the Town will vote to raise and appropriate a sum of money for the Engineering Department.
25. To see if the Town will vote to raise and appropriate a sum of money for the maintenance of the Town Hall, or take any action relating to the rent of same.
26. To see how much money the Town will vote to raise and appropriate for the Police Department.
27. To see if the Town will vote to raise and appropriate a sum of money to be placed with the Trustees of Trust Funds for the future purchase of New Fire Fighting Equipment.
28. To see how much money the Town will vote to raise and appropriate for the Fire Department.
29. To see if the Town will vote to authorize the Fire Chief to send men and equipment to other towns and cities in the immediate vicinity if requested to do so, in accordance with R. S. A. 154:24, and pass any vote relating thereto.
30. To see if the Town will raise and appropriate a sum of money to be used for the Town Dump maintenance.
31. To see how much money the Town will vote to raise and appropriate for relief of Needy Persons and Old Age Assistance.
32. To see if the Town will vote to raise and appropriate a sum of money for the Library maintenance.

33. To see if the Town will vote to raise and appropriate a sum of money for the observance of Memorial Day.

34. To see if the Town will vote to raise and appropriate a sum of money for the care of Cemeteries.

35. To see if the Town will vote to raise and appropriate a sum of money to be used for the purchase and development of land for a Cemetery.

36. To see if the Town will vote to raise and appropriate a sum of money for the Greater Derry Visiting Nurse Association.

37. To see if the Town will vote to raise and appropriate a sum of money for the Greater Salem Mental Health Association.

38. To see if the Town will vote to raise and appropriate a sum of money for the Recreational Program.

39. To see if the Town will vote to authorize the Selectmen to spend the \$800. now carried over for Town Histories, to cover expense of the 250th anniversary celebration.

40. To see if the Town will vote to raise and appropriate a sum of money to be used by the Conservation Commission for land acquisition.

41. To see if the Town will vote to accept the following sums of money for the Perpetual Care of Cemetery lots:

Kenneth Clarke	\$200.	Fred Barker	\$200.
Mrs. Bertha D. Evans	200.	Anita Kelleher	200.
Ronald Coish	200.	Francis J. Keefe	200.
Michael Brown	200.	John McKinnon, Jr.	200.

42. To transact any other business that may legally come before said meeting.

Given under our hands and seal, this 19th day of February, in the year of our Lord nineteen hundred and sixty-nine.

EDWARD N. HERBERT  
ROBERT W. THORNDIKE  
MAURICE E. TARBELL  
Selectmen of Windham

A true copy of Warrant - Attest:

EDWARD N. HERBERT  
ROBERT W. THORNDIKE  
MAURICE E. TARBELL  
Selectmen of Windham



# BUDGET

## BUDGET

## OF THE TOWN OF WINDHAM

Estimates of Revenue and Expenditures for the Ensuing Year  
 January 1, 1969 to December 31, 1969  
 Compared with Estimated and Actual Revenue, Appropriations  
 and Expenditures of the Previous Year  
 January 1, 1968 to December 31, 1968

SOURCES OF REVENUE	Estimated Revenue Previous Year 1968	Actual Revenue Previous Year 1968	Estimated Revenue Ensuing Year 1969
From State:			
Interest and Dividends Tax	\$ 5,521.03	\$ 6,432.98	\$ 6,440.00
Railroad Tax	36.60	26.46	26.46
Savings Bank Tax	820.56	950.62	950.62
Meals and Rooms Tax		4,755.03	4,755.03
Motor Vehicle Road Toll Reimbursement		487.69	450.00
Reimbursement Head Tax	550.00	623.50	625.00
For Fighting Forest Fires		111.45	
Reimb. a/c O. A. A. & Needy Persons		568.13	
From Local Sources Except Taxes:			
Dog Licenses	950.00	944.40	945.00
Business Licenses, Permits & Filing Fees	600.00	757.00	750.00
Maps and Check Lists Sold		51.00	
Rent of Town Hall & Other Buildings	300.00	175.00	200.00
Interest Received on Taxes and Deposits	1,000.00	1,732.02	1,750.00
Income from Trust Funds	2,200.00	2,207.17	2,207.17
Income of Departments:			
Building Dept.	2,000.00	1,650.00	1,700.00
Motor Vehicle Permit Fees	27,140.00	34,140.67	34,200.00
Sale of Town Property		1,500.00	
Penalty		50.00	
Refund - Fire Equipment		7.75	
Recreation Commission		128.63	
Bicycle Registration		64.50	
Refund - Police Dept.		117.00	
Electric Wiring Allowance		623.85	
Checks Returned		10.55	
Cash Surplus		40,738.64	
From Local Taxes Other Than Property Taxes:			
Poll Taxes - Regular @ \$2	1,900.00	2,022.00	2,050.00
National Bank Stock Taxes	10.00	12.50	12.50
Yield Taxes		333.35	-

PURPOSES OF EXPENDITURES	Appropriations Previous Year 1968	Actual Expenditures Previous Year 1968	Estimated Expenditures Ensuing Year 1969
General Government:			
Town Officers' Salaries	\$ 7,000.00	\$ 6,897.23	\$ 7,450.00
Town Officers' Expenses	8,000.00	7,624.53	7,500.00
Election and Registration Expenses	800.00	1,041.10	425.00
Tax Mapping	1,900.00	2,332.52	-
Expenses Town Hall and Other Town Bldgs.	3,000.00	3,617.40	3,600.00
Appraisal of Property	1,000.00	850.00	1,000.00
Employees' Retirement and Social Security	1,450.00	1,434.00	2,150.00
Engineering Department			1,000.00
Protection of Persons and Property:			
Police Department	28,100.00	27,690.14	31,600.00
Fire Department	19,110.00	18,631.60	22,060.00
Regional Planning	500.00	-	-
Insurance	2,900.00	4,056.18	4,300.00
Planning and Zoning	1,500.00	258.86	400.00
Dog Officer and Care of Dogs	225.00	225.00	-
Damages and Legal Expenses	225.00	16.80	225.00
Building Department	4,400.00	4,301.98	4,450.00
New Fire Fighting Equipment	100.00	59.05	-
Health:			
Health Department	50.00	-	-
Vital Statistics	70.00	55.00	70.00
Dog Expense			125.00
Town Dump and Garbage Removal	2,800.00	3,544.69	3,500.00
Highways and Bridges:			
Town Maintenance			
Summer	20,000.00	19,688.60	21,000.00
Winter	17,000.00	17,684.53	18,000.00
Street Lighting	1,300.00	1,190.28	1,300.00
Street Signs	500.00	400.39	-
Town Road Aid	851.30	851.30	846.14
Libraries	5,700.00	5,937.34	9,365.00
Public Welfare:			
Anti Poverty Program	65.85	-	-
Water Study and Land Options	12,000.00	8,664.58	-
O. A. A. and Needy Persons	3,500.00	6,553.31	3,500.00
Greater Derry Visiting Nurse Assoc.	1,000.00	1,000.00	1,000.00
Greater Salem Mental Health Assoc.	375.00	375.00	750.00
Patriotic Purposes:			
Memorial Day	325.00	347.25	350.00
Recreation:			
Recreation Commission	1,000.00	1,000.00	1,600.00
Public Service Enterprises:			
Cemeteries	3,500.00	3,389.09	4,300.00
Commercial Development Comm.		42.01	-
Advertising and Regional Associations			1,000.00
Interest:			
On Temporary Loans	1,500.00	1,453.13	1,500.00
Outlay for New Construction and Perm. Improv.			
New Lands for Cemetery			10,000.00

New Land for Well Site			7,800.00
Payments on Principal of Debt:			
Payment to Capital Reserve Funds	2,000.00	2,000.00	2,000.00
County Taxes		39,139.77	
School Taxes		345,377.09	



## SELECTMEN'S REPORT

Generally, our Selectmen's Report is made up of comments on the progress of the various departments and committees serving our town. However, these groups have accounted for themselves very ably in their own individual summaries of their activities. We wish to express our appreciation and extend a word of thanks to all of them for their cooperation and efficiency during the past year.

As the population and road mileage increases, so must the cost of serving and maintaining them. Increases in our proposed budget are, for the most part, modest and will be offset by additional revenue resulting from assessment of new buildings.

We continue to place emphasis on attracting commercial interests to our town, with the hope of lightening the burden of property taxpayers.

We are faced with the necessity of changing the method of operation of our disposal area. A recent law requires conversion to sanitary landfill method before July of 1971. This method can be quite costly to the town, and we are presently investigating several courses of action toward a solution of this problem.

Other items that will entail some expense to the town in the near future are: acquisition of land for cemetery addition; land acquisition for a water supply; and the setting up of a communications center for police and fire departments.

Respectfully submitted,

EDWARD N. HERBERT  
ROBERT W. THORNDIKE  
MAURICE E. TARBELL  
Selectmen

## HEALTH OFFICER

Dog Bites Reported	7
Sanitary Water Analysis (Wells)	27
Sanitary Water Analysis (Ponds)	79

In an attempt to control the algae condition at Cobbetts Pond, parts of the Pond were treated once with 1/4 part per million copper sulphate. The results of the first treatment showed no effect on eliminating the algae condition; therefore, a second treatment of 2 parts per million copper sulphate was used, again with no favorable results. I have requested the State Water Pollution Biologist to continue his research so that the algae in Cobbetts Pond can be controlled.

The Rabies Control program, which has been in effect for over a year now, is doing very well. It will only be with the continued cooperation of the townspeople that the program will be as successful in the future as it has been in the past year.

As a reminder, any dog three months or older must have a valid vaccination tag, as well as a license, or the dog may be impounded.

Respectfully submitted,

FRANCIS KEEFE  
Health Officer

# REPORT OF THE RECREATION COMMISSION

The year 1968 saw the birth of the Windham Recreation Commission. On April 1, the Selectmen appointed five citizens to serve as commissioners to establish a recreation program in the community. Initially they met with Mr. Richard Tapley, Director of Recreation for the State of N. H. to gain helpful information. A constitution and by-laws were drawn up, and public meetings were established on the first Monday of each month at the Town Hall.

The first program began on Memorial Day, when the Commissioners provided ice cream for all children after the Parade. At the same time, boys and girls were signed up for a softball and baseball program that was held on Saturdays at the Center School ballfield throughout the summer. Equipment was purchased and many adult supervisors volunteered to assist with the program. The summer schedule ended with a very successful Field Day, when over two hundred town and summer children participated in different field events. Many awards were given out to winners, and trophies for the outstanding girl and boy athlete for the day went to Kim Eisaman and Douglas Macy. Again the adult volunteers made it very successful.

Several newsletters were printed and mailed to citizens during the fall to inform them of the plans and schedules for coming events.

In the fall, it was decided to form an adult advisory board to broaden and expediate the programs. As a result, twelve citizens were appointed from different parts of the town, along with five special members. These members, Rev. Craig Peel, Rev. Edward Knott, Principal Joseph DeCarolus, Police Chief Willis Low and Fire Chief Frank Keefe, met once a month with the commission. At the same time, a Junior Recreation Commission was formed of High School students, three from each grade. Donald Bradley was elected by these Junior commissioners to serve as their Chairman. The first thing they did was to organize a Halloween Party for the children of the town, and with the assistance of the adults, they planned and carried out the evening which was attended by over 300 children. Games, singing, refreshments, and prizes for the best costumes topped off the evening. Since then, the Junior Commission has held bi-monthly dances highlighted by a Hootenanny in November, which featured six musical groups. Young and old alike attended and enjoyed themselves. The Junior Recreation Commission deserves the respect and support of the Town, as they have done a commendable job in planning, organizing and carrying out their programs.

A weekly schedule at the Center School was organized by the Recreation Commission. Tuesday evenings - Basketball for High School boys; Wednesday evenings - Men's Basketball; Thursday evenings - Women's Volley Ball and Slimnastics; Saturday mornings - Basketball for Center School boys.

To close 1968, a Christmas party was held at Center School with Santa Claus present. Games, carolling, gifts and refreshments were provided for all children. Again adult volunteers made it a success. Over 200 children, with parents, attended.

Plans were made in December to start free Ski Lessons for adults and children, weather permitting, at Landry's Ski Tow. Fly-tying Lessons for Fishermen started in January and will run for four months. In February, the Commission will be assisting the Friends of the Library with the Children's Art Festival at Center School.

The Commission has had a busy and productive year, and are looking forward to more of the same in the future. Following this report is a list of acknowledgements for the help we have had. It certainly makes us proud of our town. We regret that space does not allow us to name everyone individually, but it was greatly appreciated.

## ACKNOWLEDGEMENTS

Board of Selectmen	School Board
Police Chief Willis Low	Joseph DeCarolus
Fire Chief Frank Keefe	Custodians
Rev. Craig Peel	Rev. Edward Knott
Supervisors	Chaperones
Cobbetts Pond Association	Fat Man's Club
John Tokanel, Jr.	George Dinsmore
Salem Coca Cola	Refreshment Committee, Field Day

## FINANCIAL STATEMENT

INCOME		EXPENDITURES	
Appropriation	\$1,000.00	Insurance	\$ 50.00
Sale of Refreshments,		Sports Equipment	297.95
Field Day	83.63	First Aid Supplies	16.75
Donations	<u>45.00</u>	Brochures & Postage	81.58
		Field Day Expenses	116.19
Total	\$1,128.63	Dances & Christmas Party	249.53
		Halloween Party	75.00
		Memorial Day	38.00
		Misc. Supplies & Equipment	<u>75.00</u>
		Total	\$1,000.00

\$128.63 is to be set aside in special fund.

The Windham Recreation Commission proposed a budget of \$1,600.00 for the year 1969 with a unanimous vote.

Respectfully submitted,

MORTON C. PEARLMAN, Chairman  
NANCY EISAMAN, Secretary  
DAVID YENNACO  
ALICE MONTGOMERY  
FRANCIS TRAYNOR  
Windham Recreation Commission

## REPORT OF THE CONSERVATION COMMISSION

The Windham Conservation Commission was formed this year, and has used its several meetings to formulate a program for the coming year.

This year, the Commissioner has requested an appropriation of \$1,000 which will be the beginning of a conservation fund to be used for open space acquisition, such as forests and wetlands that will retain their present natural foundation for water sheds, wildlife, and conservation education. The commission has also applied to the Spaulding-Potter Trust, which may provide fifty cents for each dollar appropriated. The money does not have to be spent in the year in which it is raised, but may be carried over to accumulate in a conservation fund.

Windham is fortunate to have so much open land, and steps should be taken, after careful planning, to preserve some of this for future generations.

LEONARD LITTLEFIELD, Chairman  
NANCY BRODERICK, Secretary  
LEON BERRY  
JOHN CROUSE  
Conservation Commission



## REPORT OF COMMERCIAL DEVELOPMENT COMMITTEE

The Windham Commercial Development Committee was reorganized in April of 1968. Those appointed to the committee were: Robert Armstrong, Robert Karlson, Robert Diehl, Robert Thorndike, Oscar Mooshian, Victor Pucci, and James Stanley, Chairman. Edward Herbert, Maurice Tarbell and Francis Keefe were appointed to the committee as non-voting members. Regular meetings were scheduled and held once a month in order to develop a program for bringing industry and commercial businesses to the town of Windham. During the 8 months of 1968, the following things were accomplished.

1. The committee met with the New Hampshire State Economics and Resource Development Commission to discuss what the state of New Hampshire was doing to attract industry and what the state could do to assist Windham in attracting industry. The State Commission stated that they would provide free advertising for our industrial property in their annual "Industrial Properties" book, and that they could provide financial help for industries wanting to locate in Windham. The committee has decided to take advantage of the advertising as soon as data is compiled on our industrial sites. However, at this time, the committee does not feel it is necessary to seek financial help from the state to attract industry.
2. The committee personally surveyed and evaluated the three major industrial tracts in town to determine whether or not the land was suitable for industrial development. The survey showed that portions of the present industrial tracts were suitable and could be considered prime industrial land to attract industry to the town. Other portions of the industrial tracts could not be used for industrial development without the town incurring considerable expense to install roads. In conjunction with the survey and evaluation of the existing industrial areas, the committee also began a study to determine if any additional areas in the town should be zoned industrial or commercial. However, the committee was not able to reach a conclusion in time to make any recommendations for changes to be presented at the town meeting. The study will continue in 1969 with the hope of having zoning changes ready for 1970.
3. The committee made a detailed study through various sources to determine what companies consider when choosing a location for a new plant or business. In comparing this list of factors with Windham's resources, the committee felt that the only area we are badly lacking in is water availability. Several hours were spent on surveys and discussions to try and determine various means of obtaining an adequate water supply within the industrial zones so that firms could have water for both fire protection and processing. To date, the committee has not found a solution for this problem which would be economically feasible for the town to undertake. The committee feels that they must now wait for the Sullivan-Chapman water survey to be completed to determine if an adequate water supply can be developed in the town. In the meantime, it appears that the committee will have to try to attract firms who have little need for water.
4. The committee discussed the possibility of erecting a sign on Rte. 93 advertising Windham as a desirable place for industry. However, due to certain legal problems, the committee was not able to complete a plan for the erection of the sign in time to utilize the appropriated money. The desirability of erecting such a sign will be further discussed in 1969. If the committee can formulate a desirable plan and solve the legal problems, they will present a proposal to the town for additional money in 1970.
5. The committee has begun preliminary discussions on the publishing of an industrial brochure for the town of Windham. This brochure would contain facts on the town, show the industrial property, and explain why Windham is a desirable location for industry or commercial businesses. The committee feels that in order to attract industry or business, it is important for a town to advertise and make people aware that the community exists and is a desirable place for them and their business. The committee will continue this project during 1969 with hopes of completing it before the end of the year.

During 1968, the town had approximately 12 inquiries for industrial or commercial land. At this time, it appears that in 1969, we will add one commercial business. This will be a T. V. station located on 7 to 10 acres of land.



The committee feels that it has spent a very rewarding 8 months. Although our accomplishments, to date, do not include a number of new tax revenue producing businesses, we feel that the preliminary work or phase 1 of our industrial and commercial development program is vital and important if Windham is going to have proper industrial and commercial growth. Phase 1 of our program must be completed before we can actively begin soliciting industry.

The committee expresses its sincere appreciation to the townspeople who have helped us during the past eight months, and asks that the town continue to give us their support during the coming year so that we can provide industrial and commercial growth for Windham.

Respectfully submitted,

JAMES H. STANLEY  
Chairman

## TOWN DISPOSAL AREA

### FINANCIAL STATEMENT

Appropriation - \$2,800.00

Salaries	\$1,775.00
Plowing and Filling	922.50
Water Hole	457.50
Fires and Burning of Dump	365.80
Miscellaneous	<u>23.89</u>
	\$3,544.69

## OVERSEER OF POOR

### FINANCIAL STATEMENT

Appropriation - \$3,500.00

Old Age Assistance	\$ 357.09
Direct Relief	263.76
Surplus Food	57.18
County Home	5,725.28
Overseer	<u>150.00</u>
	\$6,553.31



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BIRTHS, MARRIAGES  
AND DEATHS  
*registered in the*  
TOWN OF WINDHAM

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## BIRTH CERTIFICATES RECORDED IN WINDHAM, N. H.

<u>Date of Birth</u>	<u>Place of Birth</u>	<u>Sex</u>	<u>Name of Child</u>	<u>Name of Father</u>	<u>Maiden Name of Mother</u>
1967					
Nov. 9	Haverhill, Mass.	M	Richard Troy	Ronald A. Bushey	Emily J. Walsh
Dec. 4	Methuen, Mass.	F	Sarah Elizabeth	Michael H. Mullavey	Nancy B. Guimond
6	Methuen, Mass.	F	Heather Ann Louise	Eugene R. Doucette	Dorothy A. Melzard
12	Methuen, Mass.	M	Barry George	George A. Rogers	Jane M. De Palma
15	Manchester, N. H.	M	Charles William, Jr.	Charles W. Estey	Carole A. Thompson
17	Lawrence, Mass.	F	Susan Kay	Geoffrey W. Wilks	Mary K. Straub
17	Methuen, Mass.	M	John Charles	James W. Walsh	Jeannette E. Hersey
20	Methuen, Mass.	F	Noel Pettina Aldona	John F. Mohs	Maralynn De Nicola
23	Nashua, N. H.	M	Dana Allen	Robert A. Blake	Violet F. Bridge
1968					
Jan. 2	Nashua, N. H.	M	Paul Christopher	Raymond E. Cerri	Jacqueline E. Daigle
9	Methuen, Mass.	F	Maryanne Lee	Walter Stolarz	Gemma Hoyt
12	Methuen, Mass.	F	Wendy Lee	Chester Farwell, Jr.	Irene Martinkus
24	Methuen, Mass.	F	Mimi Louise	Michael J. Hopkins	Denise C. Lamothe
Feb. 3	Lawrence, Mass.	M	Michael Jon	Lloyd G. McCoubry, Sr.	Ruth E. Eddy
8	Methuen, Mass.	F	Mary Ellen	James F. Morgan	Elizabeth M. Briere
8	Nashua, N. H.	F	Linda Kristie	Herbert E. Menhennett	Jean G. Bass
15	Derry, N. H.	F	Kimberly Ann	Francis E. Griffin	Beverly J. Medor
17	Derry, N. H.	M	Roland Christopher	Roland L. Lodge	Dorothy A. Hurrell
20	Methuen, Mass.	F	Michelle Annette	Larry W. McIntire	Dorothea M. Marchant
Mar. 7	Lawrence, Mass.	M	Charles Marc	Charles A. Suffridge	Shirley M. Colls
10	Methuen, Mass.	M	Matthew Edward	Raymond D. Forkey	Helene Boden
20	Lawrence, Mass.	F	Kelly Ann	Lawrence T. Norris	Diane E. Runge
30	Lawrence, Mass.	F	Heather Sue	Fred C. Tobey, III	Joan C. Murray
Apr. 2	Manchester, N. H.	M	Kevin Arthur	Donald J. Bourassa	Rena M. Butterfield
29	Methuen, Mass.	F	Lara Lee	Marvin D. Harless	Elizabeth A. Woolard
29	Winchester, Mass.	F	Christine Ann	Ronald M. Maslo	Katherine T. Kleissler
30	Methuen, Mass.	M	Michael Thomas	Richard J. Norton	Lorna Mac Lean
May 6	Lowell, Mass.	M	Randy James	William F. Duggan, Sr.	Jane M. Robichaud
8	Lawrence, Mass.	F	Karen Jo	David J. Gillespie	Claire G. Palmer
14	Methuen, Mass.	M	Infant Schofield	Edgar Schofield	Janet Metatall
June 4	Methuen, Mass.	F	Joyce Mary	Ernest A. Alix	Lucette F. Brien
21	Lowell, Mass.	F	Kimberly Marie	William G. Copp	Kathleen L. King
26	Lawrence, Mass.	F	Christine Anne	Harold W. Thistle	Judith A. Furlong
27	Methuen, Mass.	F	Jennifer Mary	Hugh F. Dunkley	Brenda J. Holland
30	Methuen, Mass.	F	Joanne Wendy	Louis A. Munson, Jr.	Marlene Bouchey
July 12	Nashua, N. H.	F	Dawn Renee	Robert W. Emerson	Judith L. Waterhouse
29	Lawrence, Mass.	F	Kimberley Ann	Dennis A. Root	Janice E. Hughes
29	Nashua, N. H.	M	Robert Joseph	Edward J. LeBrun	Arlene M. Kardeskeski
Aug. 1	Nashua, N. H.	M	David Christopher	Bruce W. Gaudette	Patricia L. Chiverton
16	Nashua, N. H.	F	Christine Martha	Andrew D. Michaud	Martha A. Sheffield
19	Derry, N. H.	F	Baby Girl Chester	Brian S. Chester	Nancy A. Houston
22	Lawrence, Mass.	M	Jon Shaw	Vernon I. Carpenter	Winifred M. Gushee
Sept. 1	Methuen, Mass.	M	Frank John	Concetto J. Gattinella	Rosalie A. Goolkasian
3	Methuen, Mass.	F	Catherine Patricia	Wallace E. Ramsden	Patricia M. Simili
5	Nashua, N. H.	M	Michael Lee	Joseph R. Polak	Beatrice M. Moulton
6	Methuen, Mass.	M	Wayne Phillip	Alexander P. Barker	Mirian M. Basterfield



Sept.	12	Lowell, Mass.	F	Caron Rebecca	John A. Hutchinson, III	Carole L. Harmon
	19	Methuen, Mass.	F	Angela Julia	Kenneth T. Westbrook	Adeline R. Lombard
Oct.	21	Danvers, Mass.	F	Barbara Christine	Arthur E. Fedas	Barbara H. Lendall

I certify that the above returns are correct according to the best of my knowledge and belief.

JOAN C. TUCK  
Town Clerk

## MARRIAGES RECORDED IN WINDHAM, N. H.

<u>Date</u>	<u>Name of Groom</u>	<u>Age</u>	<u>Residence</u>	<u>Name of Bride</u>	<u>Age</u>	<u>Residence</u>
Feb. 3	James Irving Yeskelevitch	21	Haverhill, Mass.	Patricia Ann LaPorte	21	Windham, N. H.
	Albert Eugene LaPorte					
	(Copy)	58	Windham, N. H.	Mona Blanche Moreau	60	Derry, N. H.
Mar. 2	Joseph Leon Martin, Jr.	30	Derry, N. H.	Barbara Ellen Root	21	Windham, N. H.
	Leonard James Cote, Jr.	37	Windham, N. H.	Elizabeth Chambers	32	Windham, N. H.
Apr. 10	James Edgar Scott	31	Grafton, Mass.	Marian Gertrude Ramsdell	24	Northborough, Mass.
	William James Lajoie					
	(Copy)	21	Nashua, N. H.	Ruth Lillian Geiger	21	Windham, N. H.
	Frederick Richard Bourque	49	Windham, N. H.	Roxy Pauline Bernard	44	Hudson, N. H.
May 12	Robert William Glinnen	51	S. Acton, Mass.	Julia Theofilopoulos	52	N. Reading, Mass.
	Roland Robert Dubois	24	Lowell, Mass.	Jeanne Marie Dupont	23	Windham, N. H.
	Robert LeRoy Wesoja	18	Manchester, N. H.	Sandra Lee Burgess	17	Windham, N. H.
June 29	Anthony Pincine	19	Windham, N. H.	Carol Ann Marshall	18	Windham, N. H.
July 9	Terry Ray Riddle	23	Lawrence, Mass.	Rose Marie Emery	20	Lawrence, Mass.
Aug. 17	Raymond Maurice Lemieux	22	Windham, N. H.	Nancy June Tibbetts	18	Derry, N. H.
July 27	Andrew Francis Beauregard					
	(Copy)	57	Windham, N. H.	Doris Irene Gosselin	51	Manchester, N. H.
Aug. 31	Paul Richard Belkus	21	Topsfield, Mass.	Jeanne Anne McCartin	19	Windham, N. H.
Sept. 7	Frank Charles Ehernberger	21	Ft. Morgan, Colo.	Diane Lois Sandberg	21	Windham, N. H.
	Vincent Silvestri	61	Windham, N. H.	Frances Wallace	35	Brooklyn, N. Y.
Oct. 8	Joseph Robert Gorton, Jr.	21	Methuen, Mass.	Donna Frances Wilson	18	Lawrence, Mass.
	David Richard Trow (Copy)	22	Windham, N. H.	Nancy Ann Bellemore	20	Derry, N. H.
	John Robert Murray	21	Haverhill, Mass.	Janet Rita Tamulevich	23	Windham, N. H.
Nov. 30	William Robert White	23	Windham, N. H.	Bonnie Jeanne Blaine	19	Salem, N. H.
Dec. 7	George Nelson Otis	47	Windham, N. H.	Bernice Eleanor Rowe	48	Derry, N. H.

I certify that the above returns are correct according to the best of my knowledge and belief.

JOAN C. TUCK  
Town Clerk

# DEATHS RECORDED IN WINDHAM, N. H.

<u>Date of Death</u>	<u>Named of Deceased</u>	<u>Age</u>	<u>Place of Death</u>
Jan. 30	Winthrop E. Cole	64	Windham, N. H.
Feb. 5	Michael Patrick Brown	57	Derry, N. H.
27	Harold E. Gordon	66	Lawrence, Mass.
Mar. 10	Carroll B. Lank	73	Derry, N. H.
May 4	Louise D. Haskell	79	Brentwood, N. H.
9	Robert Johnston Lowry	64	Derry, N. H.
14	Raymond J. Whitley, Sr.	67	Methuen, Mass.
16	Infant Male Schofield	38 hrs.	Methuen, Mass.
June 13	Joseph Jean Claude Dufour	21	Windham, N. H.
19	LeRoy K. Moulton	87	Nashua, N. H.
July 15	Jack L. Smith	23	Windham, N. H.
21	Margaret Forbes Morse	71	Derry, N. H.
27	Mary Elizabeth Bathrick	60	Windham, N. H.
Aug. 19	Peter Bilewicz	70	Windham, N. H.
Sept. 10	Alice (Cross) Stone	61	Methuen, Mass.
14	Sister Mary Eugenius Cunningham	84	Windham, N. H.
14	Caron Rebecca Hutchinson	1 day, 3 hrs.	Lowell, Mass.
26	Edgar Greenwood	76	Windham, N. H.
26	William Almon Chase	64	Windham, N. H.
Nov. 2	Sister Mary Hilda Kilrain	71	Manchester, N. H.
11	Etta May Otis	73	Nashua, N. H.

## BODIES BROUGHT TO WINDHAM FOR BURIAL

1967			
Dec. 4	Isabelle Noyes	91	Somerville, Mass.
28	Wilfred St. Pierre	70	Lawrence, Mass.
29	Fred Andrew Barker	76	Concord, N. H.
1968			
Jan. 15	John James Evans II	49	Providence, R. I.
Feb. 17	Sister Mary Concepta Dolan	74	Manchester, N. H.
Mar. 10	Ronald Arthur Foster	21	East Derry, N. H.
May 12	Constance Ruth Carpenter	56	Biddeford, Maine
June 9	Sandra Corbin	22	Hudson, N. H.
28	Armena E. Hills	78	Nashua, N. H.
July 18	Sister Mary Patrice (White) RSM	74	Manchester, N. H.
19	Ann (Dreano) Flynn	87	Lawrence, Mass.
Aug. 11	Mary Oliver Kilcoyne	73	Manchester, N. H.
31	Clara Elizabeth Parker	83	Kingston, N. H.
Sept. 8	Gary E. Waterhouse	36	Pittsburg, N. H.
9	Blanche M. Audibert	73	Haverhill, Mass.
25	Robert D. Alley	75	Waltham, Mass.
Oct. 10	Girl Jarosky	Stillborn	Lawrence, Mass.
21	Glenna Jane Parker	37	Manchester, N. H.
28	Bernard Franklin Donlon	81	Manchester, N. H.
Dec. 24	Sister Mary Philomenia Maloney	76	Manchester, N. H.

I certify that the above returns are correct according to the best of my knowledge and belief.

JOAN C. TUCK, Town Clerk



SCHOOL REPORT  
*of the*  
SCHOOL DISTRICT OF THE  
TOWN OF WINDHAM

FOR THE PERIOD FROM JULY 1, 1966 TO JUNE 30, 1967

*together with the*  
SCHOOL BOARD'S PROPOSED BUDGET  
*for*

JULY 1969 TO JUNE 30, 1970



## SCHOOL OFFICERS

### MODERATOR

Raymond Barlow

### CLERK

Chilla Wheeler

### TREASURER

Anne Tinkham

### SCHOOL BOARD

Marion Stebbins	Term Expires 1969
William E. Russell	Term Expires 1970
George Armstrong	Term Expires 1971

### SUPERINTENDENT OF SCHOOLS

Bernard J. Ellis

### ASSISTANT SUPERINTENDENT

Arthur L. Mitchell, Jr.

### SCHOOL NURSE

Carmen Bergeron

### TRUANT OFFICER

Willis Low



# SCHOOL WARRANT

THE STATE OF NEW HAMPSHIRE

To the Inhabitants of the School district in the town of Windham, New Hampshire qualified to vote in district affairs;

You are hereby notified to meet at the Windham Center School in said district on the 11th day of March 1969, at 10:00 o'clock in the forenoon, to act upon the following subjects:

1. To choose a Moderator for the coming year.
2. To choose a Clerk for the ensuing year.
3. To choose a Member of the School Board for the ensuing three years.
4. To choose a Treasurer for the ensuing year.

Given under our hands at said Windham this 21st day of January, 1969.

MARION F. STEBBINS  
WILLIAM E. RUSSELL  
GEORGE H. ARMSTRONG  
School Board

A true copy of Warrant - Attest:

MARION F. STEBBINS  
WILLIAM E. RUSSELL  
GEORGE H. ARMSTRONG  
School Board

SCHOOL WARRANT

THE STATE OF NEW HAMPSHIRE

To the Inhabitants of the School district in the town of Windham, New Hampshire qualified to vote in district affairs:

You are hereby notified to meet at the Windham Center School in said district on the 5th day of March 1969, at 8:00 o'clock in the afternoon to act upon the following subjects:

1. To hear the reports of agents, auditors and committees or officers chosen and to pass any votes relating thereto.
2. To see if the District will authorize the School Board to make application for and to accept on behalf of the District any or all grants or other funds for the educational purposes which may now or hereafter be forthcoming from the United States government and/or the State of New Hampshire.
3. To see if the District will vote to authorize the School Board to accept in the name of and in behalf of the School District gifts for the use of the school.
4. To see what sum of money the District will raise and appropriate for the support of schools, for the salaries of school district officials and agents, and for the payment of statutory obligations of the District.
5. To see if the District will vote to accept the provisions of Public Law 89-10 designed to improve educational opportunities with particular reference to low-income families, and to appropriate such funds as may be made available to the District under the Federal Act for such particular projects as may be determined by the School Board. Further, to see if the District will authorize the School Board to make application for such funds and to expend the same for such projects as it may designate.
6. To see if the District will vote to authorize the employment of a Business Administrator for N. H. Supervisory Union #10 according to RSA 186:11.
7. To see what sum of money the District will vote to raise and appropriate for the acquisition of land on which to build a school building and determine whether any such appropriation shall be raised by taxation, transfer from available funds, by borrowing or by any other combination of these methods or take any action in relation thereto.
8. To see what sum of money the District will vote to raise and appropriate for the construction and equipping of new elementary school facilities and determine whether any such appropriation shall be raised by taxation, by transfer of available funds, by borrowing or by any combination of these methods and further to authorize the School Board to apply for, and accept, on behalf of the District any grant or grants of federal, state or other funds if they may be available for the foregoing purposes or take any other action in relation thereto.
9. To see if the District will vote to raise and appropriate a sum of money to pay the first interest payment on the new bond issue.
10. To see if the District will vote to raise and appropriate the sum of \$1,821.00 (one thousand, eight hundred and twenty-one dollars) for the installation of an anti-vandalism system at the Windham Center School.
11. To see if the District will vote to raise and appropriate the sum of \$4,633.85 (four thousand, six hundred and thirty-three dollars and eighty-five cents) to cover the cost of debt deficit tuition for Pinkerton Academy for the school years 1967-68 and 1968-69.
12. To transact any other business that may legally come before said meeting, including the appointment of committees.

Given under our hands at said Windham this 13th day of February 1969.

MARION F. STEBBINS  
WILLIAM E. RUSSELL  
GEORGE H. ARMSTRONG  
School Board

A true copy of Warrant - Attest:

MARION F. STEBBINS  
WILLIAM E. RUSSELL  
GEORGE H. ARMSTRONG  
School Board

## BUDGET

1969-1970

EXPENDITURES ITEM	Adopted Budget 1967-68	Actual Expenditures 1967-68	Adopted Budget 1968-69	School Board's Budget 1969-70
100 ADMINISTRATION				
110 Salaries	\$ 460.00	\$ 543.30	\$ 750.00	\$ 850.00
135 Contracted Services	433.75	2,056.97	575.00	1,040.00
190 Other Expenses	338.00	786.17	440.00	445.20
200 INSTRUCTION				
210.1 Salaries of Principal	9,330.00	9,430.00	10,760.00	11,120.00
210.3 Salaries of Teachers	113,900.00	116,665.14	141,900.00	179,749.00
210.5 Salaries of Secretary	2,109.00	2,719.50	2,470.00	3,711.00
215 Textbooks	2,924.50	2,878.56	3,750.00	4,995.00
220 Library & Audio. Mat.	3,000.00	2,396.11	3,575.00	3,264.00
230 Teaching Supplies	3,882.50	3,799.70	4,307.00	5,161.73
235 Contracted Services	879.50	912.00	1,249.00	1,672.00
290 Other Expenses	1,555.00	1,190.68	1,555.00	1,685.00
300 ATTENDANCE SERVICES				
310 Salaries	10.00	10.00	150.00	150.00
400 HEALTH SERVICES				
410 Health Services	2,850.00	2,750.00	2,994.00	6,030.00
490 Other Expenses	1,065.00	382.82	675.00	675.00
500 PUPIL TRANSPORTATION				
525 Contracted Services	29,000.00	30,630.68	33,700.00	38,264.80
600 OPERATION				
610 Salaries of Operation	9,472.00	9,578.07	10,699.50	13,946.50
630 Supplies for Operation	1,800.00	1,973.33	1,850.00	1,850.00
635 Contracted Services	185.00	377.01	150.00	235.00
640 Heat for Buildings	5,000.00	3,219.89	5,000.00	5,000.00
645 Utilities	3,800.00	3,517.09	4,000.00	4,300.00
690 Other Expenses	50.00	3.44	50.00	70.00
700 MAINTENANCE OF BUILDING				
710 Salaries	1,240.00	1,196.25	1,200.00	1,200.00
725 Replacement of Equipment	475.00	677.50	1,470.00	1,715.00
726 Repairs to Equipment	306.00	328.43	410.00	355.00
735 Contracted Services	8,225.00	9,984.53	5,025.00	3,696.00
766 Repairs to Building	850.00	354.06	850.00	800.00
790 Other Expenses	200.00	0	200.00	350.00
850 FIXED CHARGES				
850.1 State Employees Retirement	360.35	182.04	421.44	577.51
850.2 Teachers Retirement	6,566.87	5,741.81	7,663.88	8,898.77
850.3 F. I. C. A.	4,001.75	4,002.33	4,788.34	6,639.71
855 Insurance	3,700.00	4,555.10	6,257.00	7,510.00
860 Rental of Land & Buildings	270.00	90.00	270.00	5,000.00
900 SCHOOL LUNCH & SPECIAL MILK				
975.1 Reimbursement Account	1,200.00	1,563.72	1,500.00	1,500.00
975.2 District Expenditures	0	0	0	0
1100 COMMUNITY ACTIVITIES				
1190 Other Exp. for Comm. Act.	1,254.00	149.58	1,278.00	1,290.00

1200	CAPITAL OUTLAY				
1265	Sites	1,500.00	1,027.30	49,500.00	137,400.00
1266	Buildings	0	0	0	784,000.00
1267	New Equipment	3,665.00	2,125.87	984.00	63,201.00
1300	DEBT SERVICE				
1370	Principal of Debt	35,000.00	35,000.00	35,000.00	44,000.00
1371	Interest of Debt	7,800.00	7,800.00	7,731.25	31,719.50
1400	OUTGOING TRANSFER ACCOUNTS				
1477.1	Tuition (in the State)	59,604.00	56,911.81	75,459.00	109,654.85
1477.3	Dist. Share of Supv. Union Expenses	9,976.99	9,976.99	11,383.78	14,729.08
1477.5	Payments into Cap. Res.	2,000.00	2,000.00	0	0
1478.1	Tuition (out of State)	500.00	0	0	50.00
1479.1	Tuition (Private Schools)	500.00	1,240.00	1,550.00	1,550.00
1479.2	Transportation (Private Schools)	0	228.00	0	50.00
	P. L. 89, 10	<u>8,109.66</u>	<u>5,741.62</u>	<u>8,109.66</u>	<u>8,109.66</u>
	TOTAL EXPENSE OR SCHOOL APPROP.	\$349,348.87	\$346,697.40	\$451,650.85	\$1,518,210.31

RECEIPTS  
1969-1970

	Adopted Receipts 1967-68	Actual Receipts 1967-68	Adopted Receipts 1968-69	School Board's Receipts 1969-70
<u>RECEIPTS ITEM</u>				
Cash on Hand	\$	\$ 24,226.99	\$ 1,725.45	\$ 0
Capital Outlay		39.66		
REVENUE FROM LOCAL SOURCES				
Current Appropriation	324,561.42	303,377.09	378,502.94	513,961.97
OTHER REVENUE FROM LOCAL SOURCES				
Trust Funds		250.01		0
Rent		95.39		0
Gifts and Bequests		15.00		0
STATE AID				
Sweepstakes	5,077.79	3,374.60	2,464.46	2,700.00
Foundation Aid	0	0	0	0
Building Aid	10,000.00	10,948.34	10,948.34	10,948.34
Other Revenue - State Sources		64.01		
FEDERAL AID				
NDEA III	400.00		400.00	600.00
School Lunch & Special Milk	1,200.00	1,221.12	1,500.00	1,500.00
Public Law 89-10	8,109.66	4,943.99	8,109.66	7,500.00
BONDS & NOTES				
Bonds or Note Issues			45,000.00	981,000.00
Withdrawals from Cap. Res.			<u>3,000.00</u>	
GRAND TOTAL NET RECEIPTS	\$349,348.87	\$348,556.20	\$451,650.85	\$1,518,210.31



## REPORT OF SUPERINTENDENT OF SCHOOLS

To the school board and citizens of Windham I hereby submit my 6th Annual Report as your Superintendent of Schools.

During the time I have been privileged to serve the boys and girls and citizens of the community many changes have taken place. I am very happy to have had a part in the development of good education in the Windham schools. I look with pride at the curriculum development, library service, guidance work, speech therapy, health services, physical education program, art and music and the new and improved educational facilities. It is the result of extra effort on the part of faculty, staff and interested citizens.

Many citizens have expressed a need for more understanding of the items in the school budget and therefore, I take this opportunity to explain the factors that govern each line item in the school budget.

### 100 SERIES - ADMINISTRATION

- 110      Salaries of school district administrative personnel whose purpose is the general regulation, direction, and control of the affairs of the school district (school board).
- 135      Contracted Services - expenses for administrative services rendered by personnel not on the payroll of the district, examples: salaries and expenses for the school census, salaries and expenses of auditors (both local and tax commission) salaries and expenses of supervisors of the check list for school district meetings.
- 190      Other Expenses For Administration - expenses other than salaries, for expenses in connection with the system-wide administration of school district affairs, examples: moderator, ballots, newspaper ads, school board expenses, annual meeting expenses, treasurer's postage.

### 200 SERIES - INSTRUCTION

This series consists of those activities dealing directly with, or aiding in, the teaching of students or in the improving of the quality of teaching. These are activities of the teacher, principal, reading consultant and other instructional staff.

- 210.1    Salaries of Principals - also salaries of assistant principals.
- 210.3    Salaries of Teachers - also salaries of substitute teachers, teachers of homebound, special class teachers, art, physical education, music teachers, librarians.
- 210.5    Salaries for Secretarial and Clerical Services - school secretaries, also secretarial aid for guidance or other personnel.
- 215      Textbooks - expenditures for textbooks, rebinding and other textbook repairs, freight and cartage.
- 220      School Libraries and Audio-Visual Materials - expenditures for school library books available for general use by students, repairing books, rebinding and other repairs to library books, freight and cartage on library books, library supplies, periodicals and newspapers for general use, films, filmstrips, recordings, exhibits, charts, maps, globes, other visual aids and television materials.
- 230      Teaching Supplies - expenditures including freight and cartage, for all supplies which are actually or constructively consumed in the teaching-learning process: for example; all tests, chalk, paper, test tubes, ink, pencils, paints, paint brushes, crayons, chemicals, shop supplies, hand tools, oils, cleaners, food for use in Home Economics, music supplies, workbooks, physical education supplies, printing of classroom materials, curriculum supplies and magazines and periodicals for classroom use.
- 235      Contracted Services for Instruction - expenditures for instructional services rendered by personnel who are not on the payroll of the school district - example: expenses for use of state educational television pro-

gramming, contracted testing services, instruction by home-school telephone, outside consultative services hired in connection with the instructional program, handwriting consultant.

- 290      Other Expenses for Instruction - expenditures including freight and cartage for supplies used in instructional programs but not consumed in the actual teaching-learning process: for example; office supplies, professional books, subscriptions for the instructional staff, supplies for school exhibits, supplies for in-service training of instructional staff, supplies for the operation of equipment such as ribbons for typewriters in the principal's office, graduation expenses and assembly program expenses, travel of instructional personnel in connection with conventions, meetings, institutes and workshops, gas and oil for district owned vehicles assigned to instructional personnel.

#### 300 SERIES - ATTENDANCE SERVICES

- 310      Salaries - attendance services consist of those activities which have as their primary purpose the promotion and improvement of children's attendance at school and the enforcement of compulsory attendance laws.

#### 400 SERIES - HEALTH SERVICES

Included are medical, dental, psychiatric and nurse services.

- 410      Salaries - full and part-time salaries for all health services rendered to the school district by professional and non-professional personnel (physicians, psychiatrists, dentists, nurses).
- 490      Other Expenses for Health Services - expenditures for medical and dental supplies, office supplies, travel expenses, rental of equipment, also recorded here are payments for health services performed by personnel considered to be on a fee or contractual basis.

#### 500 SERIES - PUPIL TRANSPORTATION

Consists of those activities which have as their purpose the conveyance of pupils to and from school activities, either between home and school or on trips for curricular or student-body activities.

- 535      Contracted Service for Pupil Transportation - recorded here are payments to owners who operate school buses and small vehicles to transport pupils, and to parents for transporting groups of children, including their own; also recorded here are payments to parents for transportation of pupils to high school until they become fourteen years of age.

#### 600 SERIES - OPERATION OF PLANT

Consists of the housekeeping activities concerned with keeping the physical plant open and ready for use. It includes cleaning, disinfecting, heating, lighting, communications, power, moving furniture, handling stores, caring for grounds, and other such housekeeping activities as are repeated somewhat regularly on a daily, weekly, monthly, or seasonal basis. Operation of plant does not encompass the repairs and replacements of facilities and equipment.

- 610      Salaries for Operation of Plant - plant engineers, custodians, firemen, custodian helpers, matrons, utility men, night watchman.
- 630      Supplies for Operation of Plant - examples: expenditures for brooms, mops, soap, dusters, electrical fuses, light bulbs, paper towels, hand towels, toilet paper, and other such custodial supplies; expenditures used in the care of grounds; and expenditures for other supplies such as flags, used in the operation of the school plant.
- 635      Contracted Services for Operation of Plant - expenditures for operation-of-plant services provided by

personnel who are not on the district payroll, including all related expenses covered by the contract. Examples: complete custodial services, partial custodial services such as washing windows and removing garbage, moving furniture and equipment, care of grounds, dry cleaning.

640      Heat for Buildings - recorded here are expenditures including transportation costs, all coal, steam, electricity, gas, gasoline, fuel oil and wood used for heating.

645      Utilities - expenditures for water, sewage disposal, electricity for artificial lighting and power, telephone, telegraph, gas for other than heating.

690      Other Expenses for Operation of Plant - recorded here are expenditures for express, freight and drayage when such expenditures cannot be charged to the specific account for which incurred.

#### 700 SERIES - MAINTENANCE OF PLANT

Consists of those activities that are concerned with keeping the grounds, buildings and equipment at their original condition of completeness or efficiency, either through repairs or by replacements.

710      Salaries for Maintenance of Plant - carpenters, painters, plumbers, electricians, groundskeepers and similar personnel engaged in maintenance of plant activities.

725      Replacement of Equipment - piece for piece replacements for both instructional and non-instructional equipment which are not built-in items.  
Example: Non-instructional items - adding machine for principal's office.  
Example: Instructional items - pupil desks, sewing machines, radios.

726      Repairs to Equipment - expenditures for materials, repair parts, rental of equipment and other incidental expenses except salaries, for repairing of equipment which is not a built-in item.

735      Contracted Services for Maintenance of Plant - expenditures, including labor and other expenses, for repair and upkeep of buildings, grounds, and equipment by personnel who are not on the payroll of the school district. Example: heating repair, electrical work, plumbing repairs, carpenter repairs, piano tuning, painting and grass cutting.

766      Repairs to Buildings - expenditures for materials, rental of equipment, repair parts, and other expenses, except salaries for the repair of buildings and built-in equipment. Example: repainting woodwork, re-decorating walls, resurfacing and refinishing floors, shingling, repairing foundations, repairing and replacing doors, windows, hardware, gutters, window glass, window shades, stage curtains, and the maintenance of service systems which consist of the repair and replacement of such things as boilers, radiators, electric lighting systems, bells, clocks, intercommunication systems, water pipes, fire escapes.

790      Other Expenses for Maintenance of Plant - recorded here are expenditures that are not covered elsewhere in this series of accounts. Examples: repairing and replacing walks, fences, tennis courts, playground surfaces, outside flagpoles, regrading sites, reseeding lawns and replacing shrubs.

#### 800 SERIES - FIXED CHARGES

Expenditures of a generally recurrent nature which are not readily allocable to other expenditure accounts.

#### 850 SCHOOL DISTRICT CONTRIBUTIONS TO EMPLOYEE RETIREMENT

850.1      State Employees' Retirement System - example: payment made as employer's contribution to State of New Hampshire Retirement System - secretaries, custodians.



850.2     Teachers' Retirement System - example: payments made as employer's contribution to State of New Hampshire Teachers' Retirement.

850.3     Federal Insurance Contribution Act (FICA) - Payments by the school district as the employer's contribution to the Federal Insurance Contribution Act (Social Security).

Employees' salary deductions for 850.1, 850.2 and 850.3 are recorded as part of total salary under the appropriate salary account.

855       Insurance - expenditures for all forms of insurance except pupil transportation insurance, including: property insurance covering the loss of, or damage to, property of the school district from fire, theft, storm, or any other cause; workmen's compensation; liability insurance covering the school district or its officers; and fidelity bond premiums protecting the school district against losses resulting from the actions of the treasurer or other employees of the district.

860       Rental of Land and Buildings - payments by the school district for the rental of land or buildings for all purposes.

#### 900 SERIES - SCHOOL LUNCH AND SPECIAL MILK PROGRAM

975.1     Federal Monies - expenditures for the reimbursement amount of federal monies to the separate school lunch fund. For example: the school district receives, from the state, a check for \$300. of federal monies as a reimbursement for a portion of the cost of operating the school lunch and special milk programs. The \$300 is posted as a receipt in the 40 Series, revenue from federal sources, under account 45, school lunch and special milk program. When the \$300 is forwarded to the school lunch fund, the expenditure is posted under expenditure account 975.1. Expenditures and transfers of monies for general support of separate school lunch and special milk fund, federal monies.

975.2     District Monies - expenditures of district monies for the general support of a separate school lunch fund. For example: at the school district meeting, \$500. is appropriated to the school lunch program as the district's contribution to the program's operating costs; the expenditure of the \$500 is posted under account 975.2.

#### 1100 SERIES - COMMUNITY ACTIVITIES

Services provided by the school district for the community as a whole, or some segment of the community, excluding public school and adult education programs operated by the school district.

1190       Other Expenses for Community Activities - This is the only account in this series which school districts in New Hampshire do not make much use of at present. The expenditures in account 1190 are, for example: direct expenses for community recreation, direct expenses for meetings of citizens, parent-teacher associations, public lectures and other civic-center activities, direct expenses of the school district for the public library.

#### 1200 SERIES - CAPITAL OUTLAY

Expenditures for land or existing buildings, improvement of grounds, construction of buildings, or for initial or additional equipment, remodeling of buildings or rehabilitation of buildings.

1265       Sites - expenditures for professional services for sites, expenditures for the purchase of land, expenditures for the improvement of new and old sites and adjacent ways. Examples: professional services - drawings, specifications, landscape, architect's fees, appraisal fees, search and title insurance, site surveys.

1266       Buildings - construction costs for buildings, and additions consist of all expenditures for general construc-



tion, advertisements for contracts, payments on contracts for construction, installation of plumbing, heating, lighting, ventilating, and electrical systems; built-in lockers and other equipment built-into buildings, architectural and engineering services, legal services.

1267      Equipment - expenditures for initial or additional items of equipment, which are not built-in items. Furniture, furnishings, machinery and vehicles.

#### 1300 SERIES - DEBT SERVICE FROM CURRENT MONIES

These expenditures are for the retirement of debt and expenditures for interest on debt. Current monies consist of monies received during the current fiscal year which can be used to pay obligations currently due.

1370      Principal of Debt - expenditures from current monies to retire long term notes and serial bonds, regardless of the purpose for which the bonds were issued.

1371      Interest on Debt - expenditures from current monies for interest on long term notes and serial bonds.

#### 1400 SERIES - OUTGOING TRANSFER ACCOUNTS

Expenditures made to other School Districts or Administrative Units.

Reasons for this series:

1. Usually expenditures in lieu of many different expense items, and since they may cut across several expenditure classifications, they are not readily changeable to any one classification.
2. When there are no membership or attendance data to which the paying district can relate the expenditures.
3. From the standpoint of the State or the Nation, such expenditures are actually transfers of funds between school districts, and in order to avoid duplication in consolidated data for the State or the Nation, it is necessary that the paying School District be able to identify such expenditures. In order to provide for this identification, such expenditures are recorded under this series.

1477.1      Tuition - expenditures for tuition to other school districts, public academies, or administrative units in the state for services rendered to pupils residing in the school district; Example: Tuition payments to Pinkerton Academy, Salem, Manchester Memorial, Alvirne.

1477.3      District Share of Supervisory Union Expenses - when a school district is one of two or more districts, in a Supervisory Union, the district's share of the Supervisory Union expenses are recorded here.

1477.5      Payments into Capital Reserve Funds - payments from the school district to capital reserve funds maintained by the trustees of trust funds.

1478.1      Tuition - expenditures to school districts or administrative units in another state for services rendered to pupils residing in the paying district. Example: Haverhill Trade School, Lowell Trade School.

1479.1      Tuition to Other Than Public Schools - expenditures in this line item are for example: pupils at Crotched Mountain Rehabilitation Center, Mrs. Jacques School, etc. Pupils attending this type of school usually have a physical or mental condition or disability for which the public school is unable to give proper education.

1479.2      Transportation (other than public school) / this account shows the expenditure for transportation of pupils

assigned to Crotched Mountain or other schools equipped and staffed to educate the crippled, deaf, retarded, blind children. The transportation is by bus, taxi, private car, station wagon, and the owner is paid a fee.

Every School District, regardless of size, must maintain the minimum expenditure accounts that I have described above as long as the District expends any monies for the purpose or object indicated by an individual account. When a new purpose is necessary for an expenditure, then an appropriate line item and number must be used in the proper series.

I have re-read my previous yearly reports and find that the concerns expressed there are still very much of prime importance. The growth of pupil population and its attendant problems of housing, books, materials and staff will continue to be the District's number one problem.

I wish to thank the School Board Members, the faculty and staff, citizens and friends for their concern for education and for their action to solve the problems of growth while keeping an eye on quality.

Respectfully submitted,

ROBERT W. DOLPH  
Superintendent of Schools

## REPORT OF ASSISTANT SUPERINTENDENT

To the citizens of Windham, I hereby submit my third annual report as Assistant Superintendent of Schools.

The new salary schedule adopted by the School District enabled the hiring of fully certified teachers to fill new positions this September. We are also fortunate to retain many of our professional staff members from the past year.

The curriculum studies were continued this past summer in the areas of Social Studies and Language Arts. Teachers meeting together from all grade levels found that they could fit the needs of the various grades into a refined and logical sequence that would have a continuity in study skills obvious to the children. We now have in the hands of the teachers printed Social Study and Language Art guides. The curriculum study committee will continue to function throughout the school year in preparation for further summer work sessions. The areas of Mathematics and Science will be investigated during the next school year.

One of the most serious problems that face the School District is the need for additional classroom space. With the towns of Manchester, Salem and Nashua reaching capacity, the families are spilling over into the school districts of our Union. In planning new school facilities, we must build on the basis of what is to come in curriculum and in methods during this half of the twentieth century. To accommodate change easily, we cannot afford structures so rigid that only in a short time they will become an educational liability. We know well that we may use some old, well-tried schemes; there will still be one classroom with one teacher and one group of students, but we need the flexibility to change the one-teacher, one-classroom approach when it best fits our youngsters. The new school facilities we build MUST have flexibility.

Emphasis has been placed on the evaluation and supervision of teachers this past year. All the principals in the Union, working with the Superintendent's Office and Dr. Joseph Petroski, Professor of Education at the University of New Hampshire have developed a criteria for evaluation of the professional staff. This instrument has been adopted as policy by each school board in this Union for implementation as of September, 1968. This policy provides for a specific number of supervisory visits with the classroom teacher by the principal and the Superintendent or Assistant Superintendent. The focus of this new policy is to upgrade the quality of education being offered our children.

The solution to problems confronting learning goes on. We seek no one answer: we seek many answers, as many as we need, as many as will work for our youngsters - the many ways of learning that will speed him on his way towards a fuller education.

Respectfully submitted,

BERNARD J. ELLIS  
Superintendent of Schools



## REPORT OF PRINCIPAL

It is not without considerable regrets that I submit my last annual report to the citizens of the town of Windham, for my experiences here have been enhanced through the interest and assistance of so many of you. May I express my appreciation.

During this year, the curriculum at the Windham Center school has undergone some changes which we believe have improved the chances of success for each child. Your support of our non-graded program has been encouraging and my hope is that it may be extended to include all academic areas.

I would like to express my gratitude and high regard at this time for the exceptional staff at the Center School for their efforts and assistance during the past year. I also want to extend best wishes to those new staff members who are entering the system. I am certain that they will find the attitude of Windham residents to be one of cooperation, friendliness and interested participation.

Respectfully submitted,

LARRY HATFIELD  
Principal

### SCHOOL HEALTH REPORT

As once again our school year comes to an end, it is my privilege to report to the cooperative parents of Windham the Health status of our student enrollment at the Center School.

This year, our school physician examined 98 students in the fourth and eighth grades, and all students with defects were referred to their own family physicians. We held one make-up clinic in cooperation with the New Hampshire Department of Public Health. At this time, the physician administered 164 shots of Diphtheria, Tetanus and Pertussis vaccine, 8 Smallpox vaccinations, and 104 doses of oral Polio vaccine. There were only 56 students in the first grades who received tubercular heaf tests. This was so limited due to a lack of funds in the New Hampshire Tuberculosis Association's budget. We did not have any positive reactors to this test.

All 420 students were weighed and measured and were screened for visual defects. There were 20 defects and all were seen by their own opthamalogist. The children in grades 1, 3, 5 and 8 also were screened for hearing defects. The nineteen children with speech defects were referred to our school therapist for treatment. All students' hair was inspected on several occasions throughout the school year for pediculi.

The following Communicable Diseases were reported among students:

Mumps	10
Pediculosis	3
Impetigo	6
Scarlet Fever	4

Four students were referred to Mental Health Clinics for evaluation and treatment and two were referred to Crotched Mountain Rehabilitation Center for Neurological Evaluation. There were 19 home visits made.

This year, we have added considerably to our Health Education Curriculum. As well as programs on personal hygiene, nutrition and Family Life education programs for the girls, we were able to add a boy's program. We are most grateful for the cooperation of one of the physicians of nearby Salem, who graciously gave of his time and effort to visit us and offer this program for the boys. It proved most beneficial and was a milestone in Health Education in the Supervisory Union, as Windham was the first to offer this. These programs were met with much enthusiasm by both students and teachers, and as time progresses, I do hope to offer additions to our curriculum appropriate to our children's requirements.

Respectfully submitted,

CARMEN BERGERON, R. N.  
School Nurse-Teacher

## REPORT OF SPEECH THERAPIST

The Supervisory Union #10 Speech Program was again funded by the Federal Government in 1967-1968. The program continued with Dr. Don Glen Sandy of Boston University as a consultant making four visitations throughout the year. Four Education Masters students were employed one day weekly and provided services for the eleven participating schools in Auburn, Chester, Derry, Londonderry and Windham.

Approximately one hundred and twenty students in grade 1-8 were seen for articulation, voice, and language therapy and fluency problems. Progress was determined by therapist's observations, weekly records and tape recordings, and parent and teacher observations. Individual parent conferences were arranged when necessary and group meetings were held each semester.

Teacher workshops were held in May. Pamphlets compiled by Dr. Sandy and the therapists and containing speech-oriented classroom activities were distributed. Discussions were concerned with the teacher's role in aiding the speech handicapped child.

A six week summer program was organized. Approximately sixty children were seen. Head-start children needing therapy were included.

Perhaps the most important accomplishment of the past year was the employment of a full-time therapist for the 1968-1969 school year. It is hoped that the speech program will continue to grow so that it may more adequately cope with the needs of the increasing school population in the growing communities.

MARGARET OWEN  
Co-ordinator

## SCHOOL BOARD'S REPORT

The school year began with three administrative changes. Mr. Bernard Ellis was elevated to the position of Superintendent of Schools, following the resignation of Mr. Robert Dolph. Mr. Arthur Mitchell was selected for the Assistant Superintendent's position, and Mr. Joseph DeCarolis was appointed Principal of Center and Searles School.

Due to the classroom shortage at Center, it was necessary to re-open Searles School to house our fourth grade. Much of the success of this move was accomplished by those teachers who volunteered and proceeded to create the excellent educational atmosphere that is now prevalent. It was also necessary to hire a part-time custodian for the Searles School and to help at the Center School.

The defeat of two school building proposals led to further study by the Building Committee. Open hearings were held in hopes that townspeople would express their views on the building program. Though the attendance at these meetings was poor, an improved understanding of the problems was expressed by those present.

The School Board met with the teacher representatives to discuss suggested objectives for the coming year. These meetings have been very helpful to the Board in determining future school policies.

Much time has been spent this year on the sewerage system at Center School. It has been decided that in the spring the present beds will be re-made and/or enlarged at a much lower cost than previously anticipated.

We feel justifiably proud to have met the challenge of a rigorous meeting schedule. We express our deep gratitude to those people who gave so much of their time and energy to reach the best possible solution to the many problems confronting our educational system.

MARION F. STEBBINS  
WILLIAM E. RUSSELL  
GEORGE H. ARMSTRONG  
School Board



# STATE TAX COMMISSION

Concord, New Hampshire  
October 30, 1968

TO: Marion Stebbins, Chr., School Board  
Windham, New Hampshire

Your report of appropriations voted and property taxes to be raised for the 1968-69 school year has been approved on the following basis:

TOTAL APPROPRIATIONS	\$451,650.85
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Revenues and Credits

Unencumbered Balance	\$ 1,725.45
Sweepstakes	2,464.46
School Building Aid	10,948.34
NDEA-Title III, Science, Math & Lang.	400.00
School Lunch & Special Milk Program	1,500.00
PL 89-10 (ESEA)	8,109.66
Bond or Note Issues	45,000.00
Withdrawal from Capital Reserve Funds	<u>3,000.00</u>

TOTAL REVENUES AND CREDITS	\$ 73,147.91
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AMOUNT TO BE RAISED BY 1968 PROPERTY TAXES	<u>378,502.94*</u>
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TOTAL APPROPRIATIONS	\$451,650.85
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\*Includes Regular & Spec. Meeting Appropriations

STATE TAX COMMISSION

Lawton B. Chandler, Commissioner

LBC/g  
cc Supt. of Schools  
Bd of Education  
Bd of Selectmen

DIVISION OF MUNICIPAL ACCOUNTING

STATE TAX COMMISSION

Concord, New Hampshire

SUMMARY OF FINDINGS AND RECOMMENDATIONS

December 30, 1968

The School Board  
Windham School District  
Windham, New Hampshire

Gentlemen:

Submitted herewith is the report of an examination and audit of the accounts of the Windham School District for the fiscal year ended June 30, 1968, which was made by this Division in accordance with the vote of the District. Exhibits as hereafter listed are included as part of the report.

SCOPE OF AUDIT

Included in the examination and audit were the accounts and records of the School Board and the School District Treasurer.

FINANCIAL STATEMENTS

Comparative Balance Sheets: (Exhibit A)

Comparative Balance Sheets as of June 30, 1967 and June 30, 1968, are presented in Exhibit A. As indicated therein, the Net Debt decreased by \$14,287.72 during the fiscal year ended June 30, 1968.

Analysis of Change in Financial Condition: (Exhibit B)

An analysis of the change in financial condition of the School District during the fiscal year is made in Exhibit B, with the factors which caused the change indicated therein.

Comparative Statements of Appropriations and Expenditures - Estimated and Actual Revenues: (Exhibits C & D)

Comparative statements of appropriations and expenditures, estimated and actual revenues for the fiscal year ended June 30, 1968, are presented in Exhibits C and D. As indicated by the Budget Summary (Exhibit D), a net unexpended balance of appropriations of \$844.95, plus a revenue surplus of \$482.42, resulted in a net budget surplus of \$1,327.37.

Statement of Receipts and Expenditures: (Exhibit E)

A summary statement of receipts and expenditures for the fiscal year ended June 30, 1968, made up in accordance with the uniform classification of accounts, is included in Exhibit E. Proof of the Treasurer's balance as of June 30, 1968, is indicated in Exhibit F-2.

Building Fund Account: (Exhibit G)

As indicated by Exhibit G, there was no activity in the Building Fund Account during the fiscal year.

Statement of School Tax Account: (Exhibit H)

A statement of the School Tax account with the Town of Windham is presented in Exhibit H. As indicated therein, as of June 30, 1968, the School District had received from the Town the total of the 1967-68 School Tax, the amount of which was \$303,377.09.

Statement of Bonded Indebtedness: (Exhibit I)

A statement of outstanding bonded indebtedness as of June 30, 1968, showing annual debt service requirements, is contained in Exhibit I.

## GENERAL COMMENTS

### Current Surplus:

The current surplus (excess of total assets over current liabilities) decreased from \$22,039.65 to \$1,327.37 during the fiscal year ended June 30, 1968, as shown herewith:

	<u>June 30, 1967</u>	<u>June 30, 1968</u>
Total Assets	\$26,266.65	\$6,943.85
Current Liabilities	<u>4,227.00</u>	<u>5,616.48</u>
Current Surplus	\$22,039.65	\$1,327.37

### Fiscal Accounting Records Prescribed for E. S. E. A. Title I Funds:

Regulations governing fiscal accounting records for "E. S. E. A. Title I" funds granted the District require separate accounts with accurate line item records of receipts and expenditures to be kept for each approved project. The use of separate purchase orders for the procurement of supplies and services, special vendors invoices, as well as segregated vendor and payroll manifests are likewise required.

Accordingly, appropriate control and detail ledger accounts should be maintained for each individual program. These records should reflect the financial activities for the entire fiscal life of the program. and are to be closed at the termination of project activities or after all obligations incurred have been discharged.

Disposition of unencumbered or unexpended funds should be clearly indicated on the records.

### Conclusion:

The provisions of Chapter 184, of the Laws of 1955, require that this report or the summary of findings and recommendations (letter of transmittal) shall be published in the next annual report of the School District.

We extend our thanks to the officials of the Windham School District for their assistance during the course of the audit.

Yours very truly,

O. Maurice Oleson  
Director

DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

OMO:ple

Frederick E. Laplante) Auditor

Lawrence M. Bean )  
Charles E. Rainville) Accountants

### Certificate of Audit

This is to certify that we have examined and audited the accounts and records of the Windham School District for the fiscal year ended June 30, 1968. In our opinion, the Exhibits included herewith present fairly the financial condition of the School District on June 30, 1968, together with the results of operations for the fiscal year ended on that date.

Respectfully submitted,

Frederick E. Laplante) Auditor

O. Maurice Oleson  
Director

Lawrence M. Bean )  
Charles E. Rainville) Accountants

DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

## EXHIBIT A

Comparative Balance Sheets  
As of June 30, 1967 and June 30, 1968

<u>Assets</u>	<u>June 30, 1967</u>	<u>June 30, 1968</u>
Cash on Hand:		
General Fund	\$24,226.99	\$2,016.94
Building Fund (Contra)	<u>39.66</u>	<u>39.66</u>
	\$ 24,266.65	\$ 2,056.60
Capital Reserve Funds	2,000.00	4,187.11
Accounts Due to District:		
From State of New Hampshire:		
Intellectually Retarded		\$ 357.54
School Milk Program		<u>342.60</u>
		700.14
Total Assets	\$ 26,266.65	\$ 6,943.85
Net Debt	<u>227,960.35</u>	<u>213,672.63</u>
Total Assets & Net Debt	\$254,227.00	\$220,616.48
 <u>Liabilities</u>		
Capital Reserve Fund	\$ 2,000.00	\$ 4,187.11
E. S. E. A. - Title I (Earmarked Funds)	2,187.34	1,389.71
Building Fund (Contra)	39.66	39.66
Bonds Outstanding	<u>250,000.00</u>	<u>215,000.00</u>
Total Liabilities	\$254,227.00	\$220,616.48

## EXHIBIT E

Classified Statement of Receipts and Expenditures  
Fiscal Year Ended June 30, 1968

<u>Receipts</u>		
Local Taxation:		
Current Appropriation		\$303,377.09
Federal Aid:		
National School Lunch & Special Milk Program	\$ 1,221.12	
E. S. E. A. - Title I	<u>4,943.99</u>	
		6,165.11
State of New Hampshire:		
Building Aid	\$ 10,948.34	
Sweepstakes	3,374.60	
Physically Handicapped	<u>64.01</u>	
		14,386.95
Other Sources:		
Trust Fund Income	\$ 250.01	
Rent	95.39	
Sale of Furniture	9.00	



Filing Fees		6.00	
Appropriation Credits:			
Instruction:			
Textbooks	\$ 32.78		
Library & Audiovisual Materials	22.00		
Teaching Supplies	1.15		
Maintenance of Plant	950.00		
Fixed Charges:			
Insurance	434.28		
Community Activities	<u>82.00</u>		
		<u>1,522.21</u>	
			<u>1,882.61</u>
Total Receipts From All Sources			\$325,811.76
Balance - July 1, 1967			<u>24,226.99</u>
Grand Total			\$350,038.75
<u>Expenditures</u>			
Administration:			
Salaries	\$ 543.30		
Contracted Services	2,056.97		
Other Expenses	<u>786.17</u>		
			\$ 3,386.44
Instruction:			
Salaries	\$128,814.64		
Textbooks	2,911.34		
Library & Audiovisual Materials	2,418.11		
Teaching Supplies	3,800.85		
Contracted Services	912.00		
Other Expenses	<u>1,190.68</u>		
			140,047.62
Attendance Services			10.00
Health Services			3,133.82
Pupil Transportation			30,630.68
Operation of Plant:			
Salaries	\$ 9,578.07		
Supplies	1,973.33		
Contracted Services	377.01		
Heat	3,219.89		
Utilities	3,517.09		
Other Expenses	<u>3.44</u>		
			18,668.83
Maintenance of Plant			13,490.77
Fixed Charges:			
Employee Retirement & F. I. C. A.	\$ 9,727.38		
Insurance	4,989.38		
Rent	<u>90.00</u>		
			14,806.76
School Lunch & Special Milk Program			1,563.72
Community Activities			231.58
Capital Outlay:			
Sites	\$ 1,027.30		

Equipment	<u>2,125.87</u>	3,153.17
Debt Service:		
Principal of Debt	\$ 35,000.00	
Interest on Debt	<u>7,800.00</u>	42,800.00
Outgoing Transfer Accounts In-State:		
Tuition	\$ 56,911.81	
Supervisory Union Expenses	9,976.99	
Payment into Capital Reserve Fund	<u>2,000.00</u>	68,888.80
Expenditures To Other Than Public Schools		1,468.00
E. S. E. A. - Title I		<u>5,741.62</u>
Total Expenditures For All Purposes		\$348,021.81
Balance - June 30, 1968		<u>2,016.94</u>
Grand Total		\$350,038.75

# EXHIBIT F-1

## Summary of Treasurer's Account and Proof of Balance Barbara G. Fellows - Treasurer Period July 1, 1967 thru July 31, 1967

Balance - July 1, 1967	\$24,226.99	
Receipts During Period	<u>20,096.01</u>	\$ 44,323.00
Expenditures During Period		<u>32,463.24</u>
Balance - July 31, 1967		\$ 11,859.76
	<u>Proof of Balance</u>	
Balance in the First National Bank of Derry - Per Statement July 31, 1967	\$ 42,079.13	
Add: Deposit of August 9, 1967	<u>32.00</u>	
	\$ 42,111.13	
Less: Outstanding Checks	<u>30,251.37</u>	
Reconciled Balance - July 31, 1967		\$ 11,859.76

## EXHIBIT F-2

## Summary of Treasurer's Account and Proof of Balance

Burleigh L. Swan - Treasurer

Period August 1, 1967 thru June 30, 1968

Balance - August 1, 1967	\$ 11,859.76	
Receipts During Period	<u>305,715.75</u>	
		\$317,575.51
Expenditures During Period		<u>315,558.57</u>
Balance - June 30, 1968		\$ 2,016.94
<u>Proof of Balance</u>		
Balance in the First National Bank, Derry - Per Statement June 28, 1968		\$ 33,839.09
Add: Deposit of July 9, 1968		<u>529.39</u>
		\$ 34,368.48
Less: Outstanding Checks		<u>32,351.54</u>
Reconciled Balance - June 30, 1968		\$ 2,016.94

## EXHIBIT I

Statement of Bonded Indebtedness, Showing Annual Maturities of Principal and Interest  
As of June 30, 1968

	School Bonds <u>@ 3.25%</u>		School Bonds <u>@ 3.25%</u>			
Amt. of Original Issue	\$160,000.00		\$223,000.00			
Date of Original Issue	May 1, 1961		August 1, 1964			
Principal Payable Date	May 1st		August 1st			
Interest Payable						
Dates	November 1st & May 1st		February 1st & August 1st			
Payable At	Boston Safe Deposit and Trust Company		Boston Safe Deposit and Trust Company			
Maturities -						
Fiscal Year					Total	
Ending:	Principal	Interest	Principal	Interest	Principal	Interest
June 30, 1969	\$15,000.00	\$1,787.50	\$ 20,000.00	\$ 4,875.00	\$ 35,000.00	\$ 6,662.50
June 30, 1970	15,000.00	1,300.00	20,000.00	4,225.00	35,000.00	5,525.00
June 30, 1971	15,000.00	812.50	20,000.00	3,575.00	35,000.00	4,387.50
June 30, 1972	10,000.00	325.00	20,000.00	2,925.00	30,000.00	3,250.00
June 30, 1973			20,000.00	2,275.00	20,000.00	2,275.00
June 30, 1974			20,000.00	1,625.00	20,000.00	1,625.00
June 30, 1975			20,000.00	975.00	20,000.00	975.00
June 30, 1976			20,000.00	325.00	20,000.00	325.00
	<u>\$55,000.00</u>	<u>\$4,225.00</u>	<u>\$160,000.00</u>	<u>\$20,800.00</u>	<u>\$215,000.00</u>	<u>\$25,025.00</u>

## SUMMARY AND COMPARISON OF CENSUS FIGURES

<u>Year</u>	<u>1964</u>	<u>1965</u>	<u>1966</u>	<u>1967</u>	<u>1968</u>
Less Than 1 Yr. Old	19	14	11	43	43
1	50	46	42	37	60
2	52	43	58	57	58
3	48	53	58	61	74
4	37	48	57	57	62
5	50	38	60	64	69
6	41	55	43	56	78
7	32	39	60	48	67
8	36	46	44	60	63
9	30	41	47	54	71
10	33	33	41	42	64
11	35	38	39	46	48
12	25	35	40	40	61
13	22	26	40	39	46
14	29	22	32	47	46
15	31	25	26	33	53
16	35	17	29	37	37
17	25	38	24	24	25
18	<u>25</u>	<u>32</u>	<u>11</u>	<u>23</u>	<u>29</u>
Totals	655	689	762	868	1,054

### ENROLLMENT IN HIGH SCHOOLS

1967 - 1968

The following tabulations show the number of high school pupils, by grades, attending various schools and their respective tuition rates.

<u>School</u>	<u>9th</u>	<u>10th</u>	<u>11th</u>	<u>12th</u>	<u>Total</u>	<u>Tuition Rates</u>
Pinkerton Academy	31	26	18	16	91	\$600.00
Salem High	15	9	4	-	28	688.60
Alvirne	1	-	-	1	2	514.21
Nashua High	<u>2</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2</u>	549.00
	49	35	22	17	123	



# TEACHERS UNDER APPOINTMENT AND ENROLLMENT IN GRADE SCHOOL

The following tabulation shows membership by grades as of September 4, 1968:

<u>Teacher</u>	<u>Training</u>	<u>Grade</u>	<u>No. of Pupils</u>
Nancy Beeten	University of Vermont	1	18
Dorothy Lappen	Mount St. Mary's College	1	17
Alyce Sandberg	Lowell State Teachers College	1	18
Jacqueline Thibeault	Salem Teachers College	1	20
Eileen Mackey	Lowell State Teachers College	2	25
Avis O'Connell	State College at Boston	2	24
Agnes Thompson	Boston University	2	23
Elaine Jesuit	State College at Boston	3	27
June Traynor	Lowell State Teachers College	3	28
Theresa Barry	Salem Teachers College	4	32
Susan Gradual	Ohio State College	4	32
Irene Herbert	Rivier College	5	25
Ralph Hutchinson	University of New Hampshire	5	25
Patricia Howard	Annhurst College	6	29
Louis Rossi	Salem Teachers College	6	28
Jane Dearborn	Cornell University	7	25
Carol Ann Howe	Plymouth State Teachers College	7	24
Lucille Benjamin	Boston College	8	21
James Burns	St. Anselms College	8	23
Philip Yeaton	University of New Hampshire	Reading Consultant	
Carmen Bergeron	St. Joseph's Hospital	Nurse-Teacher	
Joseph DeCarolis	University of Massachusetts	Principal	
Total Enrollment			464

## GRADUATION CLASS

Graduation exercises were held on June 21, 1968. Forty-five pupils received certificates. Those who completed the eighth grade were:

President	Stephen Herbert
Vice President	Erika Lawlor
Secretary	Elaine Murphy
Treasurer	Cynthia Glance

Holly Andrews  
Valerie Baldyga  
Christine Barker  
Elizabeth Barrett  
Michael Bass  
Laurel Bergeron  
George Byron  
Joseph Case  
Doreen Demone  
Kevin Dennehy  
Russell Downing  
Donald Dubois  
William Emerson  
Steven Forkey  
Jane Furlong  
Deborah Gard  
Robert Geiger  
Robert Griffin  
Danny Hancock  
Carroll Hughes

Susan Jarosky  
Elizabeth Jelley  
Richard Jenssen  
Maureen Kobisky  
Sharon Lamson  
David Lane  
Betty-Jean La Rosa  
Darlene LeBrun  
Roger Leeman  
Roger Lelievre  
Mary Manning  
Nancy Mitchell  
Frank Parker  
Jean Peters  
Linda Puchtler  
John Reardon  
Dennis Sousa  
Judith Terrio  
Allen Westcott  
Gale Williams  
Madeline Wilson

## SCHOOL CALENDAR

September, 1969 - June, 1970

Teachers Meeting and Workshop      Tuesday, Wednesday, September 2-3, 1969

Fall Term Begins      Thursday, September 4, 1969

Fall Term Ends      Friday, December 19, 1969

Winter Term Begins      Monday, January 5, 1970

Winter Term Ends      Friday, February 20, 1970

Mid-Winter Term Begins      Monday, March 2, 1970

Mid-Winter Term Ends      Friday, April 24, 1970

Spring Term Begins      Monday, May 4, 1970

Spring Term Ends      On or about June 16, 1970  
(at end of 180 school days)

### HOLIDAYS

Teachers Convention (NHEA)      Friday, October 10, 1969

Veterans Day      Tuesday, November 11, 1969

Thanksgiving      Thursday, Friday, November 27-28, 1969



# SUPERVISORY UNION #10 RUDGET 1968-1969

ITEM	TOTAL	Share from State	Share from Supv. Union	Auburn 10.0%	Amounts to be paid by Districts				Windham 15.5%
					Chester 6.5%	Derry 47.5%	Londonderry 20.5%		
Supt. - Salary	\$15,250.00	\$2,500.00	\$12,750.00	\$ 1,275.00	\$ 828.75	\$ 6,056.25	\$ 2,613.75	\$ 1,976.25	
- Travel	1,250.00		1,250.00	125.00	81.25	593.75	256.25	193.75	
- Retire. & FICA	727.49		727.49	72.75	47.29	345.56	149.13	112.76	
Asst. Supt. - Salary	13,000.00	2,700.00	10,300.00	1,030.00	669.50	4,892.50	2,111.50	1,596.50	
- Travel	1,000.00		1,000.00	100.00	65.00	475.00	205.00	155.00	
- Retire. & FICA	632.17		632.17	63.22	41.09	300.28	129.59	97.99	
Bus. Mgr. - Salary	9,500.00	2,700.00	6,800.00	680.00	442.00	3,230.00	1,394.00	1,054.00	
- Travel	500.00		500.00	50.00	32.50	237.50	102.50	77.50	
- Retire. & FICA	485.73		485.73	48.57	31.57	230.72	99.58	75.29	
Office Staff Salaries	24,278.72		24,278.72	2,427.87	1,578.12	11,553.39	4,977.14	3,763.20	
Retire. & FICA	2,308.91		2,308.91	230.89	150.08	1,096.73	473.33	357.88	
Operational Expenses	11,882.96		11,882.96	1,188.30	772.39	5,644.40	2,436.01	1,841.86	
Music Tea. - Salary	6,000.00		6,000.00	50.0%				50.0%	
- Travel	400.00		400.00	3,000.00				3,000.00	
- Retire. & FICA	454.20		454.20	200.00				200.00	
TOTAL	\$87,670.18	\$7,900.00	\$79,770.18	\$10,718.70	\$4,739.54	\$34,635.08	\$14,947.78	\$14,729.08	





Town of Windham  
Windham, N. H.

**BULK RATE**  
**U. S. POSTAGE**  
**PAID**  
Windham, N. H.  
Permit # 5

**RFD BOX HOLDER**  
**STAR ROUTE OR**  
**P.O. BOX HOLDER**  
**LOCAL**

TELEPHONE NUMBERS

TOWN OFFICE	432-7731
FIRE DEPARTMENT	432-5367
Frank Keefe, Chief	898-7879
POLICE DEPARTMENT	432-2278
FOREST FIRE WARDEN	432-5367